

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER DIVISION

P.O. Box 1105

Richmond, VA 23218

Subject: Guidance Memo No. **12-2002**

Implementation of the Reissued Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Vehicle Wash Facilities and Laundry Facilities (VAG 75)

To: Regional Directors

From: Melanie D. Davenport, Director



Date: August 10, 2012

Copies: Regional Water Compliance Managers, Regional Water Permit Managers, Kathleen OConnell, Fred Cunningham, Elleanore Daub, Burt Tuxford

Summary:

This guidance replaces Guidance Memo No. 06-2013, the implementation guidance for reissuance of VAG75 (Car Wash Facilities), and Guidance memo No. 06-2002, the implementation guidance for VAG72 (Coin Laundries). 9VAC25-194 has been amended to reissue a general VPDES permit for vehicle wash facilities and laundry facilities (formerly car wash facilities and coin operated laundry general permits).

Electronic Copy:

An electronic copy of this guidance is available for staff internally on DEQnet, and for the general public on DEQ's website at:

<http://www.deq.virginia.gov/Programs/Water/LawsRegulationsGuidance/Guidance/WaterPermitGuidance.aspx>.

Contact Information:

Please contact Elleanore Daub, Office of VPDES Permits, at (804) 698-4111 or elleanore.daub@deq.virginia.gov if you have questions.

Disclaimer:

This document is provided as guidance and, as such, set forth standard operating procedures for the agency. However, it does not mandate any particular method nor does it prohibit any particular method for the analysis of data, establishment of a wasteload allocation, or establishment of a permit limit. If alternative proposals are made, such proposals should be reviewed and accepted or denied based on their technical adequacy and compliance with appropriate laws and regulations.

Introduction

On April 5, 2012, the State Water Control Board approved amendments to the General VPDES Permit Regulation (9VAC25-194), allowing reissuance of the associated general permit for another five-year period. Note this general permit combines the car wash and coin laundry general permits and now covers more types of vehicle washing (hence the new name). This guidance replaces Guidance Memos Nos. 06-2013 and 06-2002. A copy of the transmittal letters, registration statement, amended regulation, permit pages, permit fact sheet and operations and maintenance template can be found on DEQnet in the general permits folder and are attached here. Many of these documents are also available to the public on the agency website. The effective date of the reissued general permit is October 16, 2012.

2012 Reissuance Changes

9VAC25-194 (car wash) was amended to reissue this general permit for another five year period and combine with the coin laundry general permit. 9VAC25-810 (coin laundry) was repealed. The changes that have been made to the regulation and permit are summarized below:

- Section 10 - Definitions. Added definitions for department, laundry, total maximum daily load, vehicle maintenance and vehicle wash because this terminology is used in the regulation. Included "mobile" car washes as part of the vehicle wash" definition and greatly expanded the coverage for different types of "vehicles."
- Section 15 - Applicability of incorporated references based on the dates that they became effective. New Section 15 allows for dates associated with United States Environmental Protection Agency (EPA) CFR references to be as described in this new section (shall be as it existing and has been published as final in the Federal Register prior to July 1, 2012, with the effective date as published in the Federal Register notice or October 16, 2012 whichever is later). Similar language is being inserted in all Department of Environmental Quality (DEQ) regulations as they are amended. Language provided by DEQ Policy staff.
- Section 20 - Purpose. Added "*vehicle wash facilities and laundry facilities*" since that is what is covered now. Previously the permit covered only car wash facilities. The staff and the public requested wider coverage for similar washing facilities as defined in section 10.
- Section 40 - Effective Date. The effective dates were changed for reissuance in this section and throughout the regulation.
- Section 50 A and B - Authorization to discharge. The section was reformatted to match the structure of other general permits being issued at this time. Added three additional reasons authorization to discharge cannot be granted per EPA comments on other general permits issued recently and per technical advisory committee recommendations. Therefore, an owner will be denied authorization when the discharge would violate the antidegradation policy, if the discharge is not consistent with the assumptions and requirements of an approved total maximum daily load (TMDL) or if central wastewater treatment facilities are reasonably available.
- Section 50 C - Authorization to discharge, cont.... Added statement that "*Mobile vehicle wash owners shall operate such that there is no discharge to surface waters and storm sewers unless they have coverage under this permit.*" This was added in response to the City of Alexandria concerns with mobile car wash discharges entering their storm sewer (which is not allowed under their Department of Conservation and Recreation small MS4 permit unless the discharge is permitted by DEQ). We wanted to give the mobile owners the option to apply for coverage if needed but routinely DEQ advises mobile car wash owners to utilize best management practices or other technologies so that they do not discharge to surface waters or the storm sewer.
- Section 50 D - Authorization to discharge, cont.... Added statement "*Compliance with this general permit constitutes compliance with the Clean Water Act, the State Water Control Law, and applicable regulations under either, with the exceptions stated in 9VAC25-31-60 of the VPDES Permit Regulation.*" This was added in response to Attorney General Office comments on other general permits recently to recognize there are some exceptions to compliance with the CWA as stated in the permit regulation.
- Section 50 E - Authorization to discharge, cont.... Added language to allow for administrative continuances of coverage under the old expired general permit until the new permit is issued and coverage is granted or coverage is denied; provided the permittee has submitted a timely registration and is in compliance. This language is being added to all recently reissued general permits so permittees can discharge legally and safely if the permit reissuance process is delayed. Clarified in E 2 b that if we deny coverage under the general permit because the

owner is in violation of the permit that the owner is to cease "*discharges*" rather than cease "*activities*" authorized by the continued general permit or be subject to enforcement action for "*discharging without a permit*" rather than "*operating without a permit.*" We didn't intend to mean that the entire operation would shut down in the instances when the board can no longer allow coverage for the discharge. Other options do exist to keep a facility operating if a permit is not allowed (pump and haul, recycle/reuse or discharge to sanitary).

- Section 60 A - Registration Statement. Reformatted to match the structure of other recent general permits. Revised the deadline for existing facilities currently holding an individual VPDES permit to say they must notify us 210 days prior to give individual permit holders the required 180 days to submit an individual permit application if their request for coverage under the general permit is denied. Revised existing facilities covered under the 2007 GP regulation to submit registration prior to September 16, 2012 (which is 30 days prior to expiration).
- Section 60 B - Registration Statement, cont. ... *Late registration statements will be accepted, but authorization to discharge will not be retroactive*" was added for clarification. Added a statement that existing owners that submit late registration statements are granted continuation of coverage as long as they submit a registration statement before the expiration date of the permit. We require permittees to submit a registration statement 30 days before expiration but we want to allow continuation as long as they submit before the effective date and they are in good standing with the requirements of the existing permit. This gives DEQ staff as much time as possible to get the permit reissued and keep our permittees covered during that 30 days if we happen to be running behind.
- Section 60 C - Registration Statement, cont. ... Added the question "*Does the facility discharge to a Municipal Separate Storm Sewer System (MS4)? If "yes," the facility owner must notify the owner of the municipal separate storm sewer system of the existence of the discharge within 30 days of coverage under the general permit and provide the following information: the name of the facility, a contact person and phone number, the location of the discharge, the nature of the discharge and the facility's VPDES general permit number.*" This notification is a permit requirement and the TAC thought it should be repeated as a reminder in the registration process. Added the question "*Does your locality require connection to central wastewater treatment facilities?*" and "*Are central wastewater treatment facilities available to serve the site? If "yes," the option of discharging to the central wastewater facility must be evaluated and the result of that evaluation reported here.*" This is a requirement carried over from the coin-operated laundry permit. Added the question "*Will detergent used for washing vehicles contain more than 0.5 percent phosphorus by weight?*" to gather information about the use of phosphate detergents in the vehicle wash industry. Added email address to the registration statement, allowance for computer generated maps and a few other minor clarifications.
- Section 70 Part I A 1 - 4 - General Permit. Reformatted footnotes and clarified that the total suspended solids (TSS) limit is two significant digits to match current agency guidance for use of significant digits. Added a limits page for laundries and combined laundry and car wash facilities. Additional parameters for bacteria (enterococci and fecal coliform in addition to the E. coli limit) were added to ensure that laundry facilities discharging to salt water could be included. Changed the submittal dates for annual discharge monitoring reports (DMRs) in footnote 3 in Part I A 1 to a calendar year instead of a June - July year. The existing submittal dates didn't conform to any guidance and staff thought it less confusing to tie the DMR submittal dates for annual monitoring to a calendar year. Other General Permits are set up this way and the other 3 limits pages are also set up that way.
- Section 70 Part I B - Special Conditions. Condition #2 added the statement "*There shall be no discharge of floating solids or visible foam in other than trace amounts.*" This was moved from the permits limits page. This is a standard special condition in most general permits. Condition #8 added "*If the facility has a vehicle wash discharge with a monthly average flow rate of less than 5,000 gallons per day, and the flow rate increases above a monthly average flow rate of 5,000 gallons per day, an amended registration statement shall be filed within 30 days of the increased flow.*" This deadline is part of the registration statement requirements in the regulation but the technical advisory committee felt it should be repeated in the permit to remind the permittee of the deadline. Because of that it is not considered a new requirement. Condition #10 added "*Approval for coverage under this general permit does not relieve any owner of the responsibility to comply with any other federal, state or local statute, ordinance or regulation.*" This requirement is part of the regulation but the technical advisory committee felt it should be repeated in the permit to remind the permittee of the responsibility. Because of this it is not considered a new requirement. Condition #12 added an operations and maintenance manual requirement because the current coin-operated laundry permit contained this requirement and since the coin-operated laundry permit is being combined with the car wash permit, the operations and maintenance manual should be included for both

types of facilities. Condition #13 added a compliance reporting special condition to match similar language going into other recent general permits and individual permits. The condition defines quantification levels (QL), how to treat results < QL and rounding rules. This helps to ensure more consistent compliance reporting. Condition #14 added *"Samples taken as required by this permit shall be analyzed in accordance with 1VAC30-45: Certification for Noncommercial Environmental Laboratories, or 1VAC30-46: Accreditation for Commercial Environmental Laboratories."* This is a new regulatory requirement effective January 1, 2012. Condition #15 added *"The discharges authorized by this permit shall be controlled as necessary to meet applicable water quality standards."* This is a general requirement to meet water quality standards and matches similar language going into other recent general permits. Condition #16 added for *"Discharges to waters with an approved "total maximum daily load" (TMDL). Owners of facilities that are a source of the specified pollutant of concern to waters where an approved TMDL has been established shall implement measures and controls that are consistent with the assumptions and requirements of the TMDL."* This was done to match language agreed upon by DEQ TMDL and VPDES Permits staff. This language is being inserted into all general permits as they are reissued. The condition was developed since general permit discharges are considered insignificant to the overall TMDL waste load allocation. This special condition allows staff more flexibility to allow permit coverage for discharges without requiring immediate modification of the TMDL. DEQ will track the general permit discharges and once they become significant, the TMDL will be modified to include the load. Condition # 17 added procedures for termination notices so permittees are aware of their responsibilities when they need to terminate a permit.

- Section 70 Part II - Conditions applicable to all permits. Under the Note in Part II I, which explains 24 hour reporting, added the online website as another option for 24 hour reporting. This is allowed by the agency for 24 hour reporting. The condition was out of date by not allowing online reporting. Part II M revised to say submittal of a new registration statement is 30 days before expiration instead of 180 days prior to expiration. This matches the new submittal date requirement in the regulation at 9VAC25-194-60 A 2 c (Registration Statement). Part II Y was revised to say automatic transfers can occur within 30 days of transfer rather than 30 days in advance of transfer. We have been told by members of several technical advisory committees in the past that notification of an ownership transfer cannot occur in advance. Our regional office staff has also stated this advance transfer notification is unnecessary and we should be able to accept a transfer notification at any time.

Permit Coverage

Facilities that are currently covered by either the Car Wash General Permit (GP) VAG75 or the Coin Laundry GP, VAG72 must resubmit a registration statement in order to continue coverage under the reissued permit. On March 9, 2012, we sent a notice of extension to the existing permittees telling them their new registration due date is September 16, 2012, per the new due date in the amended permit regulation (adopted April 5, 2012). Therefore, registration statement forms should be sent out to existing permit holders who have not sent in a registration statement by **August 15, 2012**. According to the regulation, registrations for facilities seeking continuation of existing coverage should be received prior to September 16, 2012, and no later than the expiration date (October 15, 2012) of the current general permit in order to avoid a lapse in coverage. As with the current general permit, the general permit should also be used to provide VPDES coverage to any qualified dischargers whose individual VPDES permits have expired or are expiring, as well as to any new facilities that qualify. Coverage under the reissued general permit should not begin until the October 16, 2012 which is the effective date of the amended permit regulation. Note that the registration statement has changed during the 2012 reissuance and four new questions were added (does the facility discharge to an MS4, does their locality require connection to central sewer, if central sewer is available the option of connection must be evaluated, will detergents containing more than 0.5% phosphate detergents be used?).

If you have received registration statements based on the 2007 permit regulation, and you don't know the answers to the four new questions, you should send out the new registration form to the permittees with the four questions highlighted and ask them to answer those questions, sign the form and return it to you. They don't need to fill out the entire 2012 statement if they have already submitted the basic information in the 2007 statement. The registration statement should be considered complete by the permit writer before coverage under the general permit is granted to the facility.

Registration statements and eligibility

The types of systems to be covered include any fixed or mobile¹ facility where the manual, automatic, or self-service exterior washing of vehicles is conducted. It includes, but is not limited to, automobiles, trucks (except below), motor homes, buses, motorcycles, ambulances, fire trucks, tractor trailers, and other devices that convey passengers or goods on streets or highways. This definition also includes golf course equipment and lawn maintenance equipment. It also includes any incidental floor cleaning wash waters associated with facilities that wash vehicles where the floor wash water also passes through the vehicle wash water treatment system. Vehicle wash does not mean engine, acid caustic metal brightener, or steam heated water washing. It does not include cleaning the interior of bulk carriers. It does not include tanker trucks, garbage trucks, logging trucks, livestock trucks, construction equipment, trains, boats, or aircraft. The boat exclusion was intended so that boat yards cleaning and treating hulls would not be eligible for coverage. Therefore, car washes where customers may wash or rinse off their boats carried on a trailer are still eligible for coverage. We will have to clarify that in the next reissuance. It does not include floor cleaning wash waters from vehicle maintenance areas. The regulation also covers any self-service laundry facility where the washing of clothes is conducted as designated by Standard Industrial Classification (SIC) 7215. However, it does not include facilities that engage in dry cleaning.

In cases where facilities contract out vehicle fleet washing, normally the general permit should be issued to the facility owner. In that case, it is the facility owner's responsibility to ensure the contractor's accountability for operating the treatment system in compliance with the permit. However, if the contractor is a mobile owner, and they decide they want responsibility for the permitting requirements, we'll have to allow them to submit a registration and determine if they qualify for coverage. One or the other must apply for coverage if they discharge to surface water.

Coverage should be denied if the discharge is into waters where an individual permit is required, other Board regulations prohibit such discharges, if the discharge violates the antidegradation policy, if the discharge is not consistent with the assumptions and requirements of an approved TMDL or there are central wastewater treatment facilities reasonably available.

If the applicant previously held an individual permit, backsliding must be considered prior to granting the coverage under this general permit. Backsliding should be evaluated on a case-by-case basis in accordance with the VPDES Permit Regulation.

Regarding antidegradation, we have determined that new or increased discharges from car washes covered by the general permit will not result in significant effects to the receiving waters. Permit writers do not have to conduct a case-by-case antidegradation review for any new or increased discharges unless there appears to be a large increase in flow into a high quality stream.

The TMDL requirement addresses general permit discharges that might be considered significant to an overall TMDL waste load allocation. General permit loads are assumed insignificant to the TMDL waste load allocation. This clarification allows staff more flexibility to allow permit coverage for these insignificant discharges without requiring modification of the TMDL. DEQ will track all the general permit discharges and once they become significant for purposes of a TMDL, the TMDL will be modified to include the load.

The availability of central sewer to the permittee is the more difficult authorization to assess. If the locality will accept the general permit coverage as an 'existing treatment system' and therefore a substitute for a connection, then we would have to look at the reasonableness of the situation. One example of an unreasonable situation would be if the county has a central sewage (but not required by county to connect) and in order to connect the facility needs to build expensive

¹ The regulation has been changed to allow mobile car washes to get coverage. However, the registration statement would require each discharge location to be permitted. We do not expect the mobile operators to want to apply for the permit and our preferred method is to advise mobile vehicle washes to operate so they do not discharge and do not need coverage. There are technologies and BMPs available to prevent discharge to the storm sewer or surface water for this industry. The regulation states *Mobile vehicle wash owners shall operate such that there is no discharge to surface waters and storm sewers unless they have coverage under this permit.*

infrastructure (e.g., a pump station). That would constitute a great expense and be unreasonable. A reasonable situation is if the domestic waste at the facility is already connected to the central sewer and the locality can accept the additional dilution. It is also reasonable to require a facility to connect if a sewer line runs right next to the facility. However, all situations will have to be analyzed case by case. The new registration statement asks them to evaluate the ability to connect if central sewage is available. An example letter to require connection to central sewer is in Attachment 1.

Note that this general permit does not authorize discharges of sewage. If sewage is being discharged, an individual VPDES permit is required.

For the purpose of screening for qualification, facilities that qualify for coverage need to meet the following conditions:

1. The facility has submitted a complete registration statement (including \$600 fee);
2. The facility has the correct SIC code (7542) for laundry or falls into one or more of the listed vehicle washing activities in the definition;
3. Discharge is not to prohibited waters (e.g., new discharge to Tier 3);
4. No reasonably available central sewer connection;
5. No sewage discharges;
6. The facility has not been required to obtain an individual permit as per the VPDES Permit Regulation in 9VAC25-31-170 B 3;
7. An individual permit holder wishes to apply for this general permit and backsliding is not an issue; and
8. The facility complies with the limits and special conditions of the permit (the treatment system described in the registration statement should be evaluated to determine if the discharge will meet the permit limits).

As described above, TMDL and antidegradation are generally not issues at this point in time that you need to consider in issuing this permit.

Preparation of Permit Package

Once the permit writer reviews the registration statement and determines that the facility qualifies for coverage, the general permit pages can be prepared. The first page (cover page, printed on agency letterhead), Part I effluent limits pages, special conditions and boilerplate should be assembled with the general permit number for the facility, the page numbers entered in the header and the outfall number(s) added at the end of the first sentence on each effluent limitations page. You may format the permit pages any way you like. **All the part I A pages in this guidance have the subsection number removed (all four processes are Part I A instead of Part I A 1, 2, 3 or 4) to avoid confusion.** But the published regulation will still have this numbering system. Choose the part I A page that applies to your facility (vehicle <5,000 gallons per day (GPD), >5,000 GPD, laundry, vehicle and laundry combined) and delete those that do not apply to your facility. Almost all the facilities will be the first effluent limits page (vehicle <5,000 GPD). No other changes to the language of the general permit are authorized.

Permit numbers will be assigned sequentially by the Comprehensive Environmental Data System (CEDS) when the registration statement data is saved. All permit numbers will begin with the same five characters: VAG75. The remaining numbers are assigned by CEDS. The permit number has to be included on the permit pages (including the cover page) before the permit is mailed to the owner.

The general permit requires annual, semi-annual and quarterly monitoring and reporting depending on the type of washing facility. DMRs are necessary for reporting and compliance tracking. All outfalls described in the registration statement should be listed on the effluent limits page and on the DMR, so that the permit accurately describes which outfalls require sampling. For discharges of wastewater with a monthly average flow rate less than or equal to 5,000 gallons per day, use

the Part I A 1 page that requires a frequency of once per year. For discharges of wastewater with a monthly average flow rate greater than 5,000 gallons per day, use Part I A 2 page requiring a frequency of once per six months. The DMRs should be prepared to include the applicable limitations and monitoring requirements which reflect the average flow rate of the wastewater. For discharges of wastewater from laundry facilities, use Part I A 3 page requiring semi-annual and quarterly monitoring. For discharges of wastewater from combined laundry and vehicle wash facilities, use Part I A 4 page requiring semi-annual and quarterly monitoring. Almost all the VAG75 permittees use Part I A 1 page.

Once the DMRs are ready, use the transmittal letter to transmit the permit and DMRs to the permittee and keep a copy for the regional file (per ECM procedures). It is not necessary to copy DEQ central office or EPA on individual coverage under a general permit. **Note that the transmittal letter for coverage under a general permit does not contain the two paragraphs referencing the owner's right to appeal the decision to cover them under the permit.** The transmittal should indicate the regional office to which DMRs are to be sent. DMRs are due on the tenth of January for annual monitoring (note: for the 2012 reissuance, the first annual DMR is not due until January 10, 2014. Therefore, no warning letter for the July 2013 DMR should be sent out). Semiannual DMRs are due no later than July 10, 2013 for the January 1 - June 30, 2013 monitoring period. The second semiannual DMR is due no later than January 10, 2014 for samples collected for the July 1 - December 31, 2013 monitoring period and so forth. The first quarterly DMR is due by April 10, 2013 for the January 1 - March 31, 2013 monitoring period. The second quarterly DMR is due by July 10, 2013 for the April 1 - June 30, 2013 monitoring period and so forth. Tracking of compliance with the limits and other requirements of the general permit should be done according to the Compliance Auditing System already established for individual VPDES permits. Reporting requirements for noncompliance, unusual or extraordinary discharges, etc. are the same as for an individual permit.

Permit Inspection and Tracking

These facilities are subject to the inspection strategy in the industrial small category; i.e., facilities should be inspected at least once every five years. The inspectors should check for overflows, bypasses, sediment filled settling basins and traps and other indications of a failed system. The inspector should also determine whether the facility has increased in size (additional bays/areas) from what was represented on the registration statement in order to determine whether or not the facility is >5,000 GPD which would necessitate Part I A 2 permit limit pages with semi-annual monitoring instead of annual monitoring (currently all vehicle wash facilities are <5,000 GPD).

Tracking of coverage under this general permit for vehicle wash facilities will be in CEDS. Tracking of laundry facilities or combined vehicle wash and laundry facilities will likely be outside of CEDS. As of the date of this guidance, only two combined vehicle wash and laundry facilities are known (there are no known laundry only facilities). Please contact Central Office if you have one of these facilities.

ECM files should include a copy of the registration statement, general permit and DMRs sent to the owner, transmittal letter and any inspection reports at a minimum, since these files are subject to auditing. It is important that the database is kept updated with the list of permittees and contact information, their permit numbers, and which effluent limits pages were assigned to the facility.

Termination of Coverage

If an owner requests termination of coverage under the general permit, the regional office may terminate coverage under regional letterhead. The information that must be submitted by the permittee for termination of coverage is contained in the permit special condition Part I B 17.

Change in Ownership

If there is a request for a change of ownership, the new owner assumes coverage under the general permit with the permit number unchanged. It is not necessary for the new owner to submit a new registration statement unless changes to the facility are proposed. Part II of the permit allows for automatic transfer if the current owner notifies DEQ within 30 days (this is a change from 2007) of the transfer of property with the required written agreement between the new and old owners. The other change of ownership requirements and procedures from the VPDES Permit Regulation and VPDES Permit Manual that are common to all VPDES permits apply here as well. Any change of status should be noted in CEDS.

Renewal of Coverage

The permittee must submit a new registration statement 30 days (this is a change from 2007) before the expiration of this general permit if continued coverage is desired.

Administrative Continuance

The 2012 permit allows for continuation of permit coverage as long as the complete registration statement is received on or before October 16, 2012. After October 16, 2012, late registration statements may be accepted but coverage is not retroactive.

Permit Fee

The fee for coverage under this general permit is \$600.00. Fees submitted for this permit should be handled according to the same procedures that are followed for other permit fees. Refer to the fee regulation.

Attachments

1. Example Transmittal Letters
2. Registration Statement with Instructions
3. Regulation
4. General permit pages
5. Fact Sheet
5. Template Operations and Maintenance Manual

ATTACHMENT 1

Example Transmittal Letter Registration Statement

Example Transmittal Letter for General Permit

Example Letter to Require Connection to Central Sewer

Example Transmittal Letter - Registration Statement

Regional Letterhead

Facility Name

Address

ATTN: John Contact

RE: Registration for the General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Vehicle Wash Facilities and Laundry Facilities VAG75

Dear Mr. Contact:

General VPDES permit VAG75 for Vehicle Wash Facilities and Laundry Facilities has been reissued and will be effective October 16, 2012. This general permit provides VPDES permit coverage to discharges from all qualified vehicle wash facilities (and laundry facilities where applicable) that submit a registration statement and are approved for coverage.

Current general permit holders must re-register in order to continue coverage under the reissued general permit. The registration must be submitted before September 16, 2012. Please note that the April 20, 2012 registration deadline from your 2007 permit has been waived per Part II paragraph M of your permit. *[Insert the following instead for individual VPDES permit holders (if any) and do not use the two preceding sentences - Individual VPDES permit holders must complete and submit the enclosed registration statement if they wish to be covered under this general permit instead of an individual permit 210 days prior to expiration of your individual permit. If you wish to be considered for coverage under this general permit, please submit the completed registration statement on or before - insert date 210 days prior to expiration of individual permit.]*

Instructions for completing the registration form and an application fee form are included in this package. The application fee for this general permit is \$600.00. Please follow the instructions on the fee form for submitting this fee.

If you have any questions, please contact me at *[insert your phone and email]*.

Sincerely,

Permit Writer

Attachments: Registration Statement
Fee Form

**Example Transmittal Letter - Vehicle Wash Facilities and Laundry Facilities General Permit
Regional Letterhead**

Facility Name

Address

ATTN: John Contact

RE: Coverage under the General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Vehicle Wash Facilities and Laundry Facilities VAG75

Dear Mr. Contact:

We have reviewed your Registration Statement received on _____, and determined that this vehicle wash facility *[add and laundry facility if applicable]* activity is hereby covered under the referenced general VPDES permit. The effective date of your coverage under this general permit is October 16, 2012. The enclosed copy of the general permit contains applicable effluent limitations, monitoring requirements and other conditions of coverage. The fact sheet at the web site below *[or attached]* provides background information on the basis of the limits and other conditions.

In accordance with the permit you are required to submit discharge monitoring reports (DMR) to:

Regional Office Address

The discharge monitoring reporting (DMR) form[s] is [are] included with the permit. You will be responsible for obtaining additional copies of the reporting form. A DMR is to be completed for each permitted outfall. The sampling and reporting are on an annual basis with the DMRs due on the tenth of January. The first DMR is due by January 10, 2014 for the January 1 - December 31, 2013 sampling period. Please note this is a change from the 2007 permit requirement due date as we have moved to a calendar year reporting requirement. *[OR for >5,000 GPD - The sampling and reporting are on a calendar year semiannual basis. Consequently, the first semiannual DMR is due no later than July 10, 2013 for the January 1 - June 30, 2013 monitoring period. The second semiannual DMR is due no later than January 10, 2014 for samples collected for the July 1 - December 31, 2013 monitoring period and so forth as per footnote 3 of Part I A of your permit limits page.] [OR for laundry only - The sampling and reporting are on a calendar year basis. Consequently, the first quarterly monitoring requirements (DMR) for flow, pH, TSS, BOD₅, dissolved oxygen and total residual chlorine is due by April 10, 2013 for the January 1 - March 31, 2013 monitoring period. The second quarterly DMR is due by July 10, 2013 for the April 1 - June 30, 2013 monitoring period and so forth as per footnote 3 of Part I A of your permit limits page. The first semiannual DMR for temperature, *[add oil and grease if combined vehicle wash and laundry]* and bacteria are due no later than July 10, 2013 for the January 1 - June 30, 2013 monitoring period. The second semiannual DMR is due no later than January 10, 2014 for samples collected for the July 1 - December 31, 2013 time frame and so forth as per footnote 3 of Part I A of your permit limits page.]*

Please note that a new requirement of this permit is to develop and maintain an operations and maintenance (O&M) manual (see part I B 12). An O&M manual template is available for your use at the website below. You are not required to use this template and may develop your own O&M manual per the permit requirements.

The general permit will expire on October 15, 2017. The conditions of the permit require that you submit a new registration statement no later than 30 days prior to that date if you wish continued coverage under the general permit.

If you have any questions, please contact me at *[insert your contact information]*.

Sincerely,
Permit Writer

Attachments: General Permit

Discharge Monitoring Reporting (DMR) Form

Fact Sheet and O&M Template at

<http://www.deq.virginia.gov/Programs/Water/PermittingCompliance/PollutionDischargeElimination/PermitsFees.aspx#car>

Example Letter to Require Connection to Central Sewer

Regional Letterhead

Facility Name

Address

ATTN: John Owner

RE: Notification of Permit Expiration; VPDES General Permit Authorization Number VAG75XXXX; *Owner Name – Facility Name; Facility County*

Dear Mr. *owner*:

This letter is to remind you that the current General VPDES permit for Car Wash facilities will expire on **October 15, 2012**. The State Water Control Board has adopted a successive permit for Vehicle Wash and Laundry facilities, however, Section 9VAC25-194-50.B. 5 of the regulation excludes authorization under the General Permit where central wastewater treatment facilities are reasonably available. DEQ information indicates that your facility has public sewerage service reasonably available. Your permit coverage that allows the direct discharge of wastewater from the operation to surface waters ends **October 15, 2012**.

Continuation of the direct discharge of wastewater from this facility without VPDES permit authorization would be a violation of Department of Environmental Quality regulation and State Water Control Law, and could potentially have serious consequences. Therefore, we suggest you take immediate steps to connect to the public wastewater collection system. Prior to October 15, 2012, please submit written notification of the connection of the above listed facility to public sewer service or a permanent closure plan for the facility.

If you have any questions, please contact or by email at

Sincerely,

ATTACHMENT 2

Registration Statement with Instructions

**REGISTRATION STATEMENT FOR THE GENERAL VIRGINIA POLLUTANT DISCHARGE
ELIMINATION SYSTEM (VPDES) PERMIT FOR VEHICLE WASH FACILITIES AND LAUNDRY
FACILITIES 2012 REISSUANCE**

1. APPLICANT INFORMATION

- A. Name of Facility: _____
- B. Facility Owner: _____
- C. Owner's Mailing Address
- a. Street or P.O. Box _____
- b. City or Town _____ c. State _____ d. Zip Code _____
- e. Phone Number _____
- f. Email _____
- g. Indicate if the applicant would like the permit to be transmitted electronically. Yes ____ No ____
- D. Facility Street Address _____
- E. Is the operator of the facility also the owner? Yes ____ No ____ If "No", complete F & G.
- F. Name of Local Operator: _____
- G. Operator's Mailing Address
- a. Street or P.O. Box _____
- b. City or Town _____ c. State _____ d. Zip Code _____
- e. Phone Number _____
- f. Email _____

2. FACILITY INFORMATION

- A. Will the facility discharge to surface waters? Yes ____ No ____
- If yes, name of receiving stream _____
- If no, describe the discharge: _____
- _____
- B. Does the facility discharge to a Municipal Separate Storm Sewer System (MS4)? If "yes," the facility owner must notify the owner of the municipal separate storm sewer system of the existence of the discharge within 30 days of coverage under the general permit and provide the following information: the name of the facility, a contact person and phone number, the location of the discharge, the nature of the discharge, and the facility's VPDES general permit number.
- C. Does this facility currently have a VPDES permit? Yes ____ No ____
- If yes, give permit number. _____
- D. Does your locality require connection to central wastewater treatment facilities? Yes ____ No ____
- E. Are central wastewater treatment facilities available to serve the site? Yes ____ No ____
- If "yes," the option of discharging to the central wastewater facility must be evaluated and the result of that evaluation reported here (use additional sheets if necessary):

3. **MAP**

Attach a USGS 7.5 minute topographic or equivalent computer generated map extending to at least one mile beyond property boundary. The map must show the location of the facility, and the location of each of its existing and/or proposed intake and discharge points. Include all springs, rivers and other surface water bodies, including the receiving water body.

4. **NATURE OF BUSINESS: (provide a brief description of the type of washing activity (vehicles, laundry or both). Include (as applicable) the type of vehicles washed, number of vehicle washing bays and the number of laundry machines)**

5. **FLOW RATE**

Provide the highest average monthly flow rate measured or estimated to be discharged. For existing facilities calculate this by adding the flows for each day during the month that the washing facility had a discharge divided by the number of days that the facility discharged. For new facilities estimate the flow rate based on similar facilities. _____ Gallons per day

6. **FACILITY DRAWING AND TREATMENT SYSTEM**

Attach a line drawing of the facility showing the source of the water and its flow through the facility. Show all bays for vehicle washes. Provide dimensions or capacities for each unit in the treatment system. This can be hand drawn but must be legible.

Describe the method and frequency of solid wastes disposal

7. **CHEMICALS**

Provide the name of the chemical(s) used at the facility (including detergents, soaps, waxes and other chemicals).

8. **PHOSPHATE DETERGENT USE**

Will detergent used for washing vehicles contain more than 0.5% phosphorus by weight? Yes ____ No ____

If yes, approximately how many gallons are used per month of this detergent? _____

9. **CERTIFICATION (see Part II K of your permit to see who can sign the certification)**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."

Signature: _____ Date: _____

Name of person signing above: _____
(printed or typed)

Title: _____

REQUIRED ATTACHMENTS:

1. Map (#3 of Registration Statement)
2. Facility Drawing (#8 of Registration Statement)

For Department use only:

Accepted/Not Accepted by: _____ Date: _____

Basin _____ Stream Class _____ Section _____

Special Standards _____

**INSTRUCTIONS FOR COMPLETING THE REGISTRATION STATEMENT
FOR THE GENERAL PERMIT FOR VEHICLE WASH FACILITIES AND LAUNDRY FACILITIES**

WHO MUST FILE THE REGISTRATION STATEMENT

This registration statement must be completed and submitted by any vehicle wash facilities and/or laundry facilities requesting coverage under the above general permit for processing wastewater discharges.

WHERE TO FILE THE REGISTRATION STATEMENT

The completed registration statement should be sent to the Department of Environmental Quality Regional Office for your area. The applicant should send the fees and fee form to the following address: Department of Environmental Quality, Receipts Control, P. O. Box 1104, Richmond, VA 23218

Checks, drafts and money orders (payable to "Treasurer of Virginia") and, in the case of other state agencies, IAT's (as a credit to DEQ) are acceptable forms of payment. No cash will be accepted.

COMPLETENESS

Complete all items except where indicated, or enter NA for "not applicable" in order for your registration statement to be accepted. If you need more space than the form allows, write on and attach extra sheets of paper.

DEFINITIONS

Outfalls means a discharge pipe, drain or anyplace where wash water leaves or could leave the plant and discharge to surface waters.

Receiving Stream is the particular surface water, or stream, creek, or any other body of water, or a ditch or ground surface or storm sewer that runs off into such a body of water, into which the wastewater discharges.

Laundry Facilities means any self-service facility where the washing of clothes is conducted as designated by SIC 7215. However, it does not include facilities that engage in dry cleaning even though dry cleaning is included in SIC code 7215.

SIC Code means the "Standard Industrial Classification" codes listed in the Federal Office of Management and Budget (OMB) SIC Manual, 1987 and used as identifiers of industries with certain characteristics and can be found online here: <http://www.osha.gov/pls/imis/sicsearch.html>

Vehicle Wash Facilities are industrial establishments or businesses that fixed or mobile facility where the manual, automatic, or self-service exterior washing of vehicles is conducted. It includes, but is not limited to, automobiles, trucks (exceptions below), motor homes, buses, motorcycles, ambulances, fire trucks, tractor trailers, and other devices that convey passengers or goods on streets or highways. This definition also includes golf course equipment and lawn maintenance equipment. It also includes any incidental floor cleaning wash waters associated with facilities that wash vehicles where the floor wash water also passes through the vehicle wash water treatment system. Vehicle wash does not mean engine, acid caustic metal brightener, or steam heated water washing. It does not include cleaning the interior of bulk carriers. It does not include tanker trucks, garbage trucks, logging trucks, livestock trucks, construction equipment, trains, boats, or aircraft. It does not include floor cleaning wash waters from vehicle maintenance areas.

Wastewater or Process wastewater is water that was used in the washing that occurs in the facility definitions above, that is then discharged through an outfall to a receiving stream. Sewage discharges are wastewater, but not process wastewater, and are not covered by this general permit.

LINE BY LINE INSTRUCTIONS

Part 1. APPLICANT INFORMATION

Item A: Put the name of the business here (e.g. Joe's Car Wash).

Item B: Put the name of the person or corporation that owns the business. This does not have to be the owner of the building (e.g. if the business is on leased property) but who is responsible for the business and wants coverage under the general permit.

Item C: Put the mailing address, phone number and email of the owner here. Also indicate if you would like the permit to be transmitted via email.

Item D: Indicate here the '911' address of the facility.

Item E: If someone other than the owner listed in item B runs the plant and is the person with whom business will be conducted, check **No**. Otherwise check **Yes**.

Item F: If **No** was checked above, indicate the name of the person other than the owner who operates the facility.

Item G: Put the address, phone number and email of the person other than the owner here.

Item 2. FACILITY INFORMATION

Item A. Indicate if your discharge goes to surface waters. If you don't believe it does, answer "no" and describe the discharge scenario. DEQ may want to investigate the need for a permit. If there is a wastewater discharge from this facility that does not go to a public sewer system or septic tank drainfield system then it probably discharges to surface waters or a storm sewer. If so, indicate the name (or names, if more than one) of the receiving stream that the discharge goes into. This is the particular surface water, stream, creek or any other body of water that receives the wash water. It can also be a ditch, ground surface or storm sewer that runs off into such a body of water. If it discharges to an unnamed body of water, for name of receiving stream, put "Unnamed tributary to..." and then the name of the closest named body of water towards which water in the ditch, etc. would flow.

- Item B.** Indicate if the facility discharges to a municipal separate storm sewer. If yes, provide the information noted. Separate storm sewers are considered connected to surface waters and MS4 owners are required to know about your discharge.
- Item C.** If the facility has an individual VPDES permit that you want revoked to obtain coverage under this general permit, or if you have an expiring or expired individual permit, please indicate "yes" so we can clear our records with regard to that permit.
- Item D.** Indicate if your locality has an ordinance which requires connection to central wastewater treatment facilities (sanitary sewer).
- Item E.** Indicate if these central wastewater treatment facilities are available to serve your location. If they are available you must tell us why you have not connected. Please provide any information to help DEQ make an informed decision of whether you can be provided coverage under this permit (e.g. cost of connecting and using central sewer, how it will affect your business, quality of receiving stream, how often to you discharge to the stream per month, are you currently connected to a central sewer for your domestic waste?)

Part 3. MAP

Attach a United States Geological Survey (USGS) topographic (a copy of a 7.5 Minute, 1:24,000 Scale) or computer generated map (e.g. Google Maps) extending to at least one mile beyond property boundary. The map must show the location of the facility, and the location of each of its existing and/or proposed intake and discharge points. Include all springs, rivers and other surface water bodies, including the receiving water body. Items not shown on the topographic map or computer generated map can be added by hand.

Part 4. NATURE OF BUSINESS

Follow the instructions on the form. If you are covered by the general permit, we will only send you the parts of the permit that you say apply. If you add a laundry or car wash later, another registration statement and fee will have to be submitted.

Part 5. FLOW RATE

Follow the instructions on the form for calculating flow rate. Try to get your data from a 'typical' operating month. You may have to estimate based on your best professional judgment. E.g. you discharge 5 days on any month and your flows on each of those 5 days was 100, 150, 200, 250 and 300 gallons each day. $100+150+200+250+300 = 1,000$ total gallons per month. Divide total gallons per month by days of discharge $1,000/5 = 200$ gallons per day highest average monthly flow rate. Report 200 gallons per day.

Part 6. FACILITY DRAWING AND TREATMENT SYSTEM

Follow the instructions on the form. The line drawing can be a schematic representation, or basically a "map" of the building showing intake water, flow through the facility and where the discharges (outfalls) are. Also provide a description of the treatment system (oil water separator, sedimentation basin, etc..) and dimensions or capacities of these systems. If vehicle wash explain any methods and frequency of solids disposals.

Part 7. CHEMICALS

List detergents, soaps, waxes and other chemical used at the facility. You may attach Material Safety Data Sheets or labels in lieu of listing them in Item 7. We will evaluate it for toxicity in the receiving stream. If you plan to use such a product in the future you may want to list it here as no other chemical use will be authorized by the permit unless prior approval is obtained.

Part 8. PHOSPHATE DETERGENT USE

Indicate whether phosphate detergents will be used and how much. This is so the agency can find out whether nutrient inputs are significant in the vehicle wash industry.

Part 9. CERTIFICATION

Read the certification paragraph and sign and date the statement accordingly. All registration statement shall be signed as follows:

For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: (i) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this

section, a principal executive officer of a public agency includes: (i) The chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

Please include your printed name and title or relationship to the business and attach the map from item 3, the facility drawing from item 6, and any additional sheets you want to add. Then submit to the regional DEQ office.

ATTACHMENT 3

Regulation VPDES General Permit for Vehicle Wash Facilities and Laundry Facilities
9VAC25-194 Sections 10 through 60

NOTE: SECTION 70 OF THE REGULATION FOLLOWS IN THE NEXT ATTACHMENT (PERMIT PAGES)

STATE WATER CONTROL BOARD
Amend and Reissue Car Wash GP Regulation & Repeal Laundry GP (840)

CHAPTER 194

GENERAL VIRGINIA POLLUTANT DISCHARGE ELIMINATION SYSTEM (VPDES) PERMIT FOR VEHICLE
WASH FACILITIES AND LAUNDRY FACILITIES

9VAC25-194-10. Definitions.

The words and terms used in this chapter shall have the meanings defined in the State Water Control Law and 9VAC25-31-10 et seq. (VPDES Permit Regulation) unless the context clearly indicates otherwise, except that for the purposes of this chapter:

"Department" or "DEQ" means the Department of Environmental Quality.

"Laundry" means any self-service facility where the washing of clothes is conducted as designated by SIC 7215. It does not include facilities that engage in dry cleaning.

"Total maximum daily load" or "TMDL" means a calculation of the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards and an allocation of that amount to the pollutant's sources. A TMDL includes wasteload allocations (WLAs) for point source discharges, and load allocations (LAs) for nonpoint sources or natural background or both, and must include a margin of safety (MOS) and account for seasonal variations.

"Vehicle Maintenance" means vehicle and equipment rehabilitation, mechanical repairs, painting, fueling, and lubrication.

" Vehicle wash" means any fixed or mobile facility where the manual, automatic, or self-service exterior washing of vehicles is conducted . It includes, but is not limited to, automobiles, trucks (except below), motor homes, buses, motorcycles, ambulances, fire trucks, tractor trailers, and other devices that convey passengers or goods on streets or highways. This definition also includes golf course equipment and lawn maintenance equipment. It also includes any incidental floor cleaning wash waters associated with facilities that wash vehicles where the floor wash water also passes through the vehicle wash water treatment system. Vehicle wash does not mean engine, acid caustic metal brightener, or steam heated water washing. It does not include cleaning the interior of bulk carriers. It does not include tanker trucks, garbage trucks, logging trucks, livestock trucks, construction equipment, trains, boats, or aircraft. It does not include floor cleaning wash waters from vehicle maintenance areas.

9VAC25-194-15. Applicability of incorporated references based on the dates that they became effective.

Except as noted, when a regulation of the U.S. Environmental Protection Agency (EPA) set forth in Title 40 of the Code of Federal Regulations is referenced or adopted herein and incorporated by reference, that regulation shall be as it exists and has been published as a final regulation in the Federal Register prior to July 1, 2012, with the effective date as published in the Federal Register notice or October 16, 2012, whichever is later.

9VAC25-194-20. Purpose.

This general permit regulation governs the discharge of wastewater from vehicle wash facilities and laundry facilities to surface waters.

9VAC25-194-30. Delegation of authority.

The director, or an authorized representative, may perform any act of the board provided under this chapter, except as limited by § 62.1-44.14 of the Code of Virginia.

9VAC25-194-40. Effective date of the permit.

This general permit will become effective on October 16, 2012. This general permit will expire on October 15, 2017. This general permit is effective for any covered owner upon compliance with all the provisions of 9VAC25-194-50.

9VAC25-194-50. Authorization to discharge.

A. Any owner governed by this general permit is hereby authorized to discharge to surface waters of the Commonwealth of Virginia provided that the owner submits and receives acceptance by the board of the registration statement of 9VAC25-194-60, submits the required permit fee, complies with the effluent limitations

and other requirements of 9VAC25-194-70, and provided that the board has not notified the owner that the discharge is not eligible for coverage in accordance with subsection B of this section.

B. The board will notify an owner that the discharge is not eligible for coverage under this general permit in the event of any of the following:

1. The owner is required to obtain an individual permit in accordance with 9VAC25-31-170 B 3 of the VPDES Permit Regulation;
2. Other board regulations prohibit such discharges;
3. The discharge violates or would violate the antidegradation policy in the Water Quality Standards at 9VAC25-260-30;
4. The discharge is not consistent with the assumptions and requirements of an approved TMDL; or
5. The discharge is to surface waters where there are central wastewater treatment facilities reasonably available, as determined by the board.

C. Mobile vehicle wash owners shall operate such that there is no discharge to surface waters and storm sewers unless they have coverage under this permit.

D. Compliance with this general permit constitutes compliance with the federal Clean Water Act, the State Water Control Law, and applicable regulations under either with the exceptions stated in 9VAC25-31-60 of the VPDES Permit Regulation. Approval for coverage under this general permit does not relieve any owner of the responsibility to comply with any other federal, state or local statute, ordinance or regulation.

E. Continuation of permit coverage.

1. Any owner that was authorized to discharge under the car wash facilities general permit issued in 2007, and that submits a complete registration statement on or before October 16, 2012, is authorized to continue to discharge under the terms of the 2007 general permit until such time as the board either:
 - a. Issues coverage to the owner under this general permit; or
 - b. Notifies the owner that coverage under this permit is denied.
2. When the owner that was covered under the expiring or expired general permit has violated or is violating the conditions of that permit, the board may choose to do any or all of the following:
 - a. Initiate enforcement action based upon the general permit that has been continued;
 - b. Issue a notice of intent to deny coverage under the amended general permit. If the general permit coverage is denied, the owner would then be required to cease the discharges authorized by the continued general permit or be subject to enforcement action for discharging without a permit;
 - c. Issue an individual permit with appropriate conditions; or
 - d. Take other actions authorized by the VPDES Permit Regulation (9VAC25-31).

9VAC25-194-60. Registration statement.

A. Deadlines for submitting registration statements. The owner seeking coverage under this general permit shall submit a complete VPDES general permit registration statement in accordance with this section, which shall serve as a notice of intent for coverage under the general VPDES permit for vehicle wash facilities and laundry facilities.

1. New facilities. Any owner proposing a new discharge shall submit a complete registration statement at least 30 days prior to the date planned for commencing operation of the new discharge.
2. Existing facilities.
 - a. Any owner covered by an individual VPDES permit who is proposing to be covered by this general permit shall submit a complete registration statement at least 210 days prior to the expiration date of the individual VPDES permit.
 - b. Any owner that was authorized to discharge under the general VPDES permit for coin-operated laundries (9VAC25-810) that became effective on February 9, 2011, and who intends to continue coverage under this general permit, shall submit a complete registration statement to the board prior to September 16, 2012.
 - c. Any owner that was authorized to discharge under the general VPDES permit for car wash facilities (9VAC25-194) that became effective on October 16, 2007, and who intends to continue coverage under this general permit, shall submit a complete registration statement to the board prior to September 16, 2012.

d. Any owner of a vehicle wash facility covered under this permit who had a monthly average flow rate of less than 5,000 gallons per day, and the flow rate increases above a monthly average flow rate of 5,000 gallons per day, shall submit an amended registration statement within 30 days of the increased flow.

B. Late registration statements will be accepted, but authorization to discharge will not be retroactive. Owners described in subsection A 2 b and c above that submit late registration statements are authorized to discharge under the provisions of section 9VAC25-194-50 E if a complete registration statement is submitted on or before October 16, 2012.

C. The required registration statement shall contain the following information:

1. Facility name and mailing address, owner name and mailing address, telephone number, and email address (if available);
2. Facility street address (if different from mailing address);
3. Facility operator (local contact) name, address, telephone number, and email address (if available) if different than owner;
4. Does the facility discharge to surface waters? If "yes," name of receiving stream; if "no," describe the discharge;
5. Does the facility discharge to a Municipal Separate Storm Sewer System (MS4)? If "yes," the facility owner must notify the owner of the municipal separate storm sewer system of the existence of the discharge within 30 days of coverage under the general permit and provide the following information: the name of the facility, a contact person and phone number, the location of the discharge, the nature of the discharge, and the facility's VPDES general permit number;
6. Does the facility have a current VPDES Permit? If "yes," provide permit number;
7. Does your locality require connection to central wastewater treatment facilities?
8. Are central wastewater treatment facilities available to serve the site? If "yes," the option of discharging to the central wastewater facility must be evaluated and the result of that evaluation reported here;
9. A USGS 7.5 minute topographic map or equivalent computer generated map showing the facility discharge location(s) and receiving stream;
10. Provide a brief description of the type of washing activity. Include (as applicable) the type of vehicles washed, number of vehicle washing bays, and the number of laundry machines;
11. Highest average monthly flow rate for each washing activity or combined washing activity, reported as gallons per day;
12. Facility line (water balance) drawing;
13. Description of wastewater treatment;
14. Information on use of chemicals at the facility. Include detergents, soaps, waxes and other chemicals; and
15. Will detergent used for washing vehicles contain more than 0.5% phosphorus by weight?
16. The following certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

The registration statement shall be signed in accordance with 9VAC25-31-110.

9VAC25-194-70. General permit.

Any owner whose registration statement is accepted by the board will receive the following permit and shall comply with the requirements therein and be subject to all requirements of 9VAC25-31.

NOTE: SECTION 70 OF THE REGULATION FOLLOWS IN THE NEXT ATTACHMENT (PERMIT PAGES)

CHAPTER 810

**GENERAL VIRGINIA POLLUTANT DISCHARGE ELIMINATION SYSTEM (VPDES) PERMIT FOR COIN-
OPERATED LAUNDRIES (REPEALED)**

9VAC25-810-10. (Repealed.)

9VAC25-810-20. (Repealed.)

9VAC25-810-30. (Repealed.)

9VAC25-810-40. (Repealed.)

9VAC25-810-50. (Repealed.)

9VAC25-810-60. (Repealed.)

9VAC25-810-70. (Repealed.)

ATTACHMENT 4

General Permit Pages for Vehicle Wash Facilities and Laundry Facilities
9VAC25-194-70

REGIONAL LETTERHEAD

General Permit No.: VAG75
Effective Date: October 16, 2012
Expiration Date: October 15, 2017

GENERAL PERMIT FOR VEHICLE WASH FACILITIES AND LAUNDRY FACILITIES AUTHORIZATION TO DISCHARGE UNDER THE VIRGINIA POLLUTANT DISCHARGE ELIMINATION SYSTEM AND THE VIRGINIA STATE WATER CONTROL LAW

In compliance with the provisions of the Clean Water Act, as amended, and pursuant to the State Water Control Law and regulations adopted pursuant thereto, owners of vehicle wash facilities and laundry facilities are authorized to discharge to surface waters within the boundaries of the Commonwealth of Virginia, except those specifically named in board regulations which prohibit such discharges.

The authorized discharge shall be in accordance with this cover page, Part I —Effluent Limitations and Monitoring Requirements, Part II —Conditions Applicable to All VPDES Permits, as set forth herein.

Part I

A. EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS

During the period beginning with the permittee's coverage under this general permit and lasting until the permit's expiration date, the permittee is authorized to discharge wastewater originating from vehicle wash facilities that discharge a monthly average flow rate less than or equal to 5,000 gallons per day from outfall(s):

Such discharges shall be limited and monitored by the permittee as specified below:

EFFLUENT CHARACTERISTICS	DISCHARGE LIMITATIONS		MONITORING REQUIREMENTS	
	Minimum	Maximum	Frequency ⁽³⁾	Sample Type
Flow (GPD)	NA	NL	1/Year	Estimate
pH (S.U.)	6.0 ⁽¹⁾	9.0 ⁽¹⁾	1/Year	Grab
TSS (mg/l)	NA	60 ⁽²⁾	1/Year	5G/8HC
Oil and Grease (mg/l)	NA	15	1/Year	Grab

NL—No Limitation, monitoring requirement only

NA—Not applicable

5G/8HC—Eight Hour Composite—Consisting of five grab samples collected at hourly intervals until the discharge ceases, or until a minimum of five grab samples have been collected.

⁽¹⁾ Where the Water Quality Standards (9VAC25-260) establish alternate standards for pH in waters receiving the discharge, those standards shall be the maximum and minimum effluent limitations.

⁽²⁾ Limit given is expressed in two significant figures.

⁽³⁾ Discharge Monitoring Reports (DMRs) of yearly monitoring (January 1 to December 31) shall be submitted to the DEQ regional office no later than the 10th day of January of each year. The first DMR is due January 10, 2014.

[NOTE: The next 3 pages will rarely be needed i.e. >5,000 GPD vehicle wash, laundry only or vehicle and laundry wash combo.]

Part I

A. EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS

During the period beginning with the permittee's coverage under this general permit and lasting until the permit's expiration date, the permittee is authorized to discharge wastewater originating from vehicle wash facilities that discharge a monthly average flow rate greater than 5,000 gallons per day from outfall(s):

Such discharges shall be limited and monitored by the permittee as specified below:

EFFLUENT CHARACTERISTICS	DISCHARGE LIMITATIONS		MONITORING REQUIREMENTS	
	Minimum	Maximum	Frequency ⁽³⁾	Sample Type
Flow (GPD)	NA	NL	1/6 Months	Estimate
pH (S.U.)	6.0 ⁽¹⁾	9.0 ⁽¹⁾	1/6 Months	Grab
TSS (mg/l)	NA	60 ⁽²⁾	1/6 Months	5G/8HC
Oil and Grease (mg/l)	NA	15	1/6 Months	Grab

NL—No Limitation, monitoring requirement only

NA—Not applicable

5G/8HC—Eight Hour Composite—Consisting of five grab samples collected at hourly intervals until the discharge ceases, or until a minimum of five grab samples have been collected.

⁽¹⁾ Where the Water Quality Standards (9VAC25-260) establish alternate standards for pH in waters receiving the discharge, those standards shall be the maximum and minimum effluent limitations.

⁽²⁾ Limit given is expressed in two significant figures.

⁽³⁾ Samples shall be collected by December 31 and June 30 of each year and reported on the facility's Discharge Monitoring Report (DMR). DMRs shall be submitted by January 10 and July 10 of each year.

Part I

A. EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS

During the period beginning with the permittee's coverage under this general permit and lasting until the permit's expiration date, the permittee is authorized to discharge wastewater originating from a laundry facility from outfall(s):

Such discharges shall be limited and monitored by the permittee as specified below:

EFFLUENT CHARACTERISTICS	DISCHARGE LIMITATIONS		MONITORING REQUIREMENTS	
	Minimum	Maximum	Frequency ⁽³⁾	Sample Type
Flow (GPD)	NA	NL	1/Quarter	Estimate
pH (S.U.)	6.0 ⁽¹⁾	9.0 ⁽¹⁾	1/Quarter	Grab
TSS (mg/l)	NA	60 ⁽²⁾	1/Quarter	Grab
BOD ₅ (mg/l)	NA	60 ^{(1),(2)}	1/Quarter	Grab
Dissolved Oxygen (mg/l)	6.0 ⁽¹⁾	NA	1/Quarter	Grab
Temperature °C	NA	32 ^{(1), (4)}	1/6 Months	Immersion Stabilization
Total Residual Chlorine (mg/l)	NA	.011 ⁽¹⁾	1/Quarter	Grab
E. Coli ⁽⁵⁾	NA	235 CFU/100 ml	1/6 Months	Grab
Enterococci ⁽⁶⁾	NA	104 CFU/100 ml	1/6 Months	Grab
Fecal Coliform ⁽⁷⁾	NA	200 CFU/100 ml	1/6 Months	Grab

NL - No Limitation, monitoring requirement only

NA - Not applicable

CFU – Colony Forming Units

⁽¹⁾ Where the Water Quality Standards (9VAC25-260) establish alternate standards for pH, BOD₅, DO, TRC and temperature in waters receiving the discharge, those standards shall be, as appropriate, the maximum and minimum effluent limitations.

⁽²⁾ Limit given is expressed in two significant figures.

⁽³⁾ Reports of quarterly monitoring shall be submitted to the DEQ regional office no later than the 10th day of April, July, October, and January. Reports of once per six months shall be submitted no later than the 10th day of January and the 10th day of July for samples collected by December 31 and June 30 of each year.

⁽⁴⁾ The effluent temperature shall not exceed a maximum 32°C for discharges to nontidal coastal and piedmont waters, 31°C for mountain and upper piedmont waters, 21°C for put and take trout waters, or 20°C for natural trout waters. For estuarine waters, nontidal coastal and piedmont waters, mountain and upper piedmont waters, and put and take trout waters, the effluent shall not cause

an increase in temperature of the receiving stream of more than 3°C above the natural water temperature. For natural trout waters, the temperature of the effluent shall not cause an increase of 1°C above natural water temperature. The effluent shall not cause the temperature in the receiving stream to change more than 2°C per hour, except in the case of natural trout waters where the hourly temperature change shall not exceed 0.5°C.

⁽⁵⁾ Applies only when the discharge is into freshwater (see 9VAC25-260-140 C for the classes of waters and boundary designations).

⁽⁶⁾ Applies only when the discharge is into saltwater or the transition zone (see 9VAC25-260-140 C for the classes of waters and boundary designations).

⁽⁷⁾ Applies only when the discharge is into shellfish waters (see 9VAC25-260-160 for the description of what are shellfish waters).

Part I

A. EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS.

During the period beginning with the permittee's coverage under this general permit and lasting until the permit's expiration date, the permittee is authorized to discharge wastewater originating from a combined vehicle wash and laundry facility from outfall(s):

Su discharges shall be limited and monitored by the permittee as specified below:

EFFLUENT CHARACTERISTICS	DISCHARGE LIMITATIONS		MONITORING REQUIREMENTS	
	Minimum	Maximum	Frequency ⁽³⁾	Sample Type
Flow (GPD)	NA	NL	1/Quarter	Estimate
pH (S.U.)	6.0 ⁽¹⁾	9.0 ⁽¹⁾	1/Quarter	Grab
TSS (mg/l)	NA	60 ⁽²⁾	1/Quarter	5G/8HC
BOD ₅ (mg/l)	NA	60 ^{(1),(2)}	1/Quarter	Grab
Oil & Grease	NA	15	1/6 Months	Grab
Dissolved Oxygen (mg/l)	6.0 ⁽¹⁾	NA	1/Quarter	Grab
Temperature °C	NA	32 ^{(1), (4)}	1/6 Months	Immersion Stabilization
Total Residual Chlorine (mg/l)	NA	.011 ⁽¹⁾	1/Quarter	Grab
E. Coli ⁽⁵⁾	NA	235 CFU/100 ml	1/6 Months	Grab
Enterococci ⁽⁶⁾	NA	104 CFU/100 ml	1/6 Months	Grab
Fecal Coliform ⁽⁷⁾	NA	200 CFU/100 ml	1/6 Months	Grab

NL - No Limitation, monitoring requirement only

NA - Not applicable

CFU – Colony Forming Unit

⁽¹⁾ Where the Water Quality Standards (9VAC25-260) establish alternate standards for pH, BOD₅, DO, TRC and temperature in waters receiving the discharge, those standards shall be, as appropriate, the maximum and minimum effluent limitations.

⁽²⁾ Limit given is expressed in two significant figures.

⁽³⁾ Reports of quarterly monitoring shall be submitted to the DEQ regional office no later than the 10th day of April, July, October, and January. Reports of once per six months shall be submitted no later than the 10th day of January and the 10th day of July for samples collected by December 31 and June 30 of each year.

⁽⁴⁾ The effluent temperature shall not exceed a maximum 32°C for discharges to nontidal coastal and piedmont waters,

31°C for mountain and upper piedmont waters, 21°C for put and take trout waters, or 20°C for natural trout waters. For estuarine waters, nontidal coastal and piedmont waters, mountain and upper piedmont waters, and put and take trout waters, the effluent shall not cause an increase in temperature of the receiving stream of more than 3°C above the natural water temperature. For natural trout waters, the temperature of the effluent shall not cause an increase of 1°C above natural water temperature. The effluent shall not cause the temperature in the receiving stream to change more than 2°C per hour, except in the case of natural trout waters where the hourly temperature change shall not exceed 0.5°C.

⁽⁵⁾ Applies only when the discharge is into freshwater (see 9VAC25-260-140 C for the classes of waters and boundary designations).

⁽⁶⁾ Applies only when the discharge is into saltwater or the transition zone (see 9VAC25-260-140 C for the classes of waters and boundary designations).

⁽⁷⁾ Applies only when the discharge is into shellfish waters (see 9VAC25-260-160 for the description of what are shellfish waters).

B. Special conditions.

1. The permittee of a vehicle wash facility shall perform inspections of the effluent and maintenance of the wastewater treatment facilities at least once per week and document activities on the operational log. This operational log shall be made available for review by the department personnel upon request.
2. There shall be no discharge of floating solids or visible foam in other than trace amounts.
3. No sewage shall be discharged from a point source to surface waters from this facility except under the provisions of another VPDES permit specifically issued for that purpose.
4. There shall be no chemicals added to the water or waste which may be discharged other than those listed on the owner's accepted registration statement, unless prior approval of the chemical(s) is granted by the board.
5. Wastewater should be reused or recycled whenever feasible.
6. The permittee of a vehicle wash facility shall comply with the following solids management plan:
 - a. All settling basins shall be cleaned frequently in order to achieve effective treatment.
 - b. All solids shall be handled, stored, and disposed of so as to prevent a discharge to state waters of such solids.
7. Washing of vehicles or containers bearing residue of animal manure or toxic chemicals (fertilizers, organic chemicals, etc.) into the wastewater treatment system is prohibited. If the facility is a self-service operation, the permittee shall post this prohibition on a sign prominently located and of sufficient size to be easily read by all patrons.
8. If the facility has a vehicle wash discharge with a monthly average flow rate of less than 5,000 gallons per day, and the flow rate increases above a monthly average flow rate of 5,000 gallons per day, an amended registration statement shall be filed within 30 days of the increased flow.
9. Any permittee discharging into a municipal separate storm sewer shall notify the owner of the municipal separate storm sewer system of the existence of the discharge within 30 days of coverage under the general permit and provide the following information: the name of the facility, a contact person and phone number, the location of the discharge, the nature of the discharge and the facility's VPDES general permit number.
10. Approval for coverage under this general permit does not relieve any owner of the responsibility to comply with any other federal, state, or local statute, ordinance, or regulation.
11. The permittee shall notify the department as soon as they know or have reason to believe:
 - a. That any activity has occurred or will occur that would result in the discharge, on a routine or frequent basis, of any toxic pollutant that is not limited in this permit, if that discharge will exceed the highest of the following notification levels:
 - (1) One hundred micrograms per liter;
 - (2) Two hundred micrograms per liter for acrolein and acrylonitrile; five hundred micrograms per liter for 2,4-dinitrophenol and for 2-methyl-4,6-dinitrophenol; and one milligram per liter for antimony;
 - (3) Five times the maximum concentration value reported for that pollutant in the permit application;or
 - (4) The level established by the board.
 - b. That any activity has occurred or will occur that would result in any discharge, on a nonroutine or infrequent basis, of a toxic pollutant that is not limited in this permit, if that discharge will exceed the highest of the following notification levels:
 - (1) Five hundred micrograms per liter;
 - (2) One milligram per liter for antimony;
 - (3) Ten times the maximum concentration value reported for that pollutant in the permit application;or
 - (4) The level established by the board.
12. Operation and maintenance manual requirement. The permittee shall develop and maintain an accurate operations and maintenance (O&M) manual for the treatment works. This manual shall detail

the practices and procedures that will be followed to ensure compliance with the requirements of this permit. The permittee shall operate the treatment works in accordance with the O&M manual. The O&M manual shall be reviewed and updated at least annually and shall be signed and certified in accordance with Part II K of this permit. The O&M manual shall be made available for review by the department personnel upon request. The O&M manual shall include, but not necessarily be limited to, the following items, as appropriate:

- a. Techniques to be employed in the collection, preservation, and analysis of effluent samples;
- b. Discussion of best management practices, if applicable;
- c. Treatment system operation, routine preventive maintenance of units within the treatment system, critical spare parts inventory, and recordkeeping;
- d. A sludge/solids disposal plan; and
- e. Date(s) when the O&M manual was updated or reviewed and any changes that were made.

13. Compliance Reporting under Part I A 1- 4.

- a. The quantification levels (QL) shall be as follows:

Effluent Characteristic	Quantification Level
BOD ₅	2 mg/l
TSS	1.0 mg/l
Oil and Grease	5.0 mg/l
Chlorine	0.10 mg/l

- b. Reporting. Any single datum required shall be reported as "<QL" if it is less than the QL in subdivision a of this subdivision. Otherwise, the numerical value shall be reported.

- c. Monitoring results shall be reported using the same number of significant digits as listed in the permit. Regardless of the rounding convention used by the permittee (e.g., 5 always rounding up or to the nearest even number), the permittee shall use the convention consistently and shall ensure that consulting laboratories employed by the permittee use the same convention.

14. Samples taken as required by this permit shall be analyzed in accordance with 1VAC30-45, Certification for Noncommercial Environmental Laboratories, or 1VAC30-46, Accreditation for Commercial Environmental Laboratories.

15. The discharges authorized by this permit shall be controlled as necessary to meet applicable water quality standards.

[16. Discharges to waters with an approved "total maximum daily load" (TMDL). Owners of facilities that are a source of the specified pollutant of concern to waters where an approved TMDL has been established shall implement measures and controls that are consistent with the assumptions and requirements of the TMDL.

17. Notice of Termination

- a. The owner may terminate coverage under this general permit by filing a complete notice of termination. The notice of termination may be filed after one or more of the following conditions have been met:

(1) Operations have ceased at the facility and there are no longer wastewater discharges from vehicle wash or laundry activities from the facility;

(2) A new owner has assumed responsibility for the facility (NOTE: A notice of termination does not have to be submitted if a VPDES Change of Ownership Agreement form has been submitted);

(3) All discharges associated with this facility have been covered by an individual or an alternative VPDES permit or;

(4) Notice of termination is requested for another reason provided the board agrees that coverage under this general permit is no longer needed.]

- b. The notice of termination shall contain the following information:

- (1) Owner's name, mailing address, telephone number, and email address (if available);
- (2) Facility name and location;
- (3) VPDES vehicle wash facilities and laundry facilities general permit number; and
- (4) The basis for submitting the notice of termination, including:
 - i. A statement indicating that a new owner has assumed responsibility for the facility;
 - ii. A statement indicating that operations have ceased at the facility and there are no longer wastewater discharges from vehicle wash or laundry activities from the facility;
 - iii. A statement indicating that all wastewater discharges from vehicle wash facilities and laundry facilities have been covered by an individual VPDES permit; or
 - iv. A statement indicating that termination of coverage is being requested for another reason (state the reason).
- c. The following certification:

"I certify under penalty of law that all wastewater discharges from vehicle wash or laundry facilities from the identified facility that are authorized by this VPDES general permit have been eliminated, or covered under a VPDES individual or alternative permit, or that I am no longer the owner of the industrial activity, or permit coverage should be terminated for another reason listed above. I understand that by submitting this notice of termination, that I am no longer authorized to discharge wastewater from vehicle wash facilities or laundry facilities in accordance with the general permit, and that discharging pollutants in wastewater from vehicle wash facilities or laundry facilities to surface waters is unlawful where the discharge is not authorized by a VPDES permit. I also understand that the submittal of this notice of termination does not release an owner from liability for any violations of this permit or the Clean Water Act."
- d. The notice of termination shall be signed in accordance with Part II K.
- e. The notice of termination shall be submitted to the DEQ regional office serving the area where the vehicle wash or laundry facility is located.

Part II

CONDITIONS APPLICABLE TO ALL VPDES PERMITS

A. Monitoring.

1. Samples and measurements taken as required by this permit shall be representative of the monitored activity.
2. Monitoring shall be conducted according to procedures approved under 40 CFR Part 136 or alternative methods approved by the U.S. Environmental Protection Agency unless other procedures have been specified in this permit.
3. The permittee shall periodically calibrate and perform maintenance procedures on all monitoring and analytical instrumentation at intervals that will ensure accuracy of measurements.

B. Records.

1. Records of monitoring information shall include:
 - a. The date, exact place, and time of sampling or measurements;
 - b. The individuals who performed the sampling or measurements;
 - c. The dates and times analyses were performed;
 - d. The individuals who performed the analyses;
 - e. The analytical techniques or methods used; and
 - f. The results of such analyses.
2. Except for records of monitoring information required by this permit related to the permittee's sewage sludge use and disposal activities which shall be retained for a period of at least five years, the permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, and records of all data used to complete the registration statement for this permit, for a period of at least three years from the date of the sample, measurement, report or request for coverage. This period of retention shall be extended automatically during the course of any unresolved litigation regarding the regulated activity or regarding control standards applicable to the permittee, or as requested by the board.

C. Reporting monitoring results.

1. The permittee shall submit the results of the monitoring required by this permit not later than the 10th day of the month after monitoring takes place, unless another reporting schedule is specified elsewhere in this permit. Monitoring results shall be submitted to the department's regional office.
2. Monitoring results shall be reported on a Discharge Monitoring Report (DMR) or on forms provided, approved or specified by the department.
3. If the permittee monitors any pollutant specifically addressed by this permit more frequently than required by this permit using test procedures approved under 40 CFR Part 136 or using other test procedures approved by the U.S. Environmental Protection Agency or using procedures specified in this permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the DMR or reporting form specified by the department.
4. Calculations for all limitations which require averaging of measurements shall utilize an arithmetic mean unless otherwise specified in this permit.

D. Duty to provide information. The permittee shall furnish to the department, within a reasonable time, any information which the board may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit or to determine compliance with this permit. The board may require the permittee to furnish, upon request, such plans, specifications, and other pertinent information as may be necessary to determine the effect of the wastes from his discharge on the quality of state waters, or such other information as may be necessary to accomplish the purposes of the State Water Control Law. The permittee shall also furnish to the department upon request, copies of records required to be kept by this permit.

E. Compliance schedule reports. Reports of compliance or noncompliance with, or any progress reports on, interim and final requirements contained in any compliance schedule of this permit shall be submitted no later than 14 days following each schedule date.

F. Unauthorized discharges. Except in compliance with this permit or another permit issued by the board, it shall be unlawful for any person to:

1. Discharge into state waters sewage, industrial wastes, other wastes, or any noxious or deleterious substances; or
2. Otherwise alter the physical, chemical or biological properties of such state waters and make them detrimental to the public health, or to animal or aquatic life, or to the use of such waters for domestic or industrial consumption, or for recreation, or for other uses.

G. Reports of unauthorized discharges. Any permittee who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance into or upon state waters in violation of Part II F; or who discharges or causes or allows a discharge that may reasonably be expected to enter state waters in violation of Part II F, shall notify the department of the discharge immediately upon discovery of the discharge, but in no case later than 24 hours after said discovery. A written report of the unauthorized discharge shall be submitted to the department within five days of discovery of the discharge. The written report shall contain:

1. A description of the nature and location of the discharge;
2. The cause of the discharge;
3. The date on which the discharge occurred;
4. The length of time that the discharge continued;
5. The volume of the discharge;
6. If the discharge is continuing, how long it is expected to continue;
7. If the discharge is continuing, what the expected total volume of the discharge will be; and
8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by this permit.

Discharges reportable to the department under the immediate reporting requirements of other regulations are exempted from this requirement.

H. Reports of unusual or extraordinary discharges. If any unusual or extraordinary discharge including a bypass or upset should occur from a treatment works and the discharge enters or could be expected to enter state waters, the permittee shall promptly notify, in no case later than 24 hours, the department by telephone after the discovery of the discharge. This notification shall provide all available details of the incident, including any adverse affects on aquatic life and the known number of fish killed. The permittee shall submit the report to the department in writing within five days of discovery of the discharge in accordance with Part II I 2. Unusual and extraordinary discharges include but are not limited to any discharge resulting from:

1. Unusual spillage of materials resulting directly or indirectly from processing operations;
2. Breakdown of processing or accessory equipment;
3. Failure or taking out of service some or all of the treatment works; and
4. Flooding or other acts of nature.

I. Reports of noncompliance. The permittee shall report any noncompliance which may adversely affect state waters or may endanger public health.

1. An oral report shall be provided within 24 hours from the time the permittee becomes aware of the circumstances. The following shall be included as information which shall be reported within 24 hours under this subsection:

- a. Any unanticipated bypass; and
- b. Any upset which causes a discharge to surface waters.

2. A written report shall be submitted within five days and shall contain:

- a. A description of the noncompliance and its cause;

- b. The period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time it is expected to continue; and
- c. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.

The board may waive the written report on a case-by-case basis for reports of noncompliance under Part II I if the oral report has been received within 24 hours and no adverse impact on state waters has been reported.

3. The permittee shall report all instances of noncompliance not reported under Parts II I 1 or 2, in writing, at the time the next monitoring reports are submitted. The reports shall contain the information listed in Part II I 2.

NOTE: The immediate (within 24 hours) reports required in Part II G, H and I may be made to the department's regional office. Reports may be made by telephone, FAX, or online at <http://www.deq.virginia.gov/Programs/PollutionResponsePreparedness/PollutionReportingForm.aspx>. For reports outside normal working hours, leave a message and this shall fulfill the immediate reporting requirement. For emergencies, the Virginia Department of Emergency Management maintains a 24-hour telephone service at 1-800-468-8892.

J. Notice of planned changes.

- 1. The permittee shall give notice to the department as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is required only when:
 - a. The permittee plans alteration or addition to any building, structure, facility, or installation from which there is or may be a discharge of pollutants, the construction of which commenced:
 - (1) After promulgation of standards of performance under § 306 of the Clean Water Act which are applicable to such source; or
 - (2) After proposal of standards of performance in accordance with § 306 of the Clean Water Act which are applicable to such source, but only if the standards are promulgated in accordance with § 306 within 120 days of their proposal;
 - b. The alteration or addition could significantly change the nature or increase the quantity of pollutants discharged. This notification applies to pollutants which are subject neither to effluent limitations nor to notification requirements specified elsewhere in this permit; or
 - c. The alteration or addition results in a significant change in the permittee's sludge use or disposal practices, and such alteration, addition, or change may justify the application of permit conditions that are different from or absent in the existing permit, including notification of additional use or disposal sites not reported during the permit application process or not reported pursuant to an approved land application plan.
- 2. The permittee shall give advance notice to the department of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements.

K. Signatory requirements.

- 1. Registration statement. All registration statements shall be signed as follows:
 - a. For a corporation: by a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy-making or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
 - b. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or

c. For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a public agency includes: (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

2. Reporting requirements. All reports required by permits and other information requested by the board shall be signed by a person described in Part II K 1 or by a duly authorized representative of that person. A person is a duly authorized representative only if:

a. The authorization is made in writing by a person described in Part II K 1;

b. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company. A duly authorized representative may thus be either a named individual or any individual occupying a named position; and

c. The written authorization is submitted to the department.

3. Changes to authorization. If an authorization under Part II K 2 is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization satisfying the requirements of Part II K 2 shall be submitted to the department prior to or together with any reports or information to be signed by an authorized representative.

4. Certification. Any person signing a document under Part II K 1 or 2 shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

L. Duty to comply. The permittee shall comply with all conditions of this permit. Any permit noncompliance constitutes a violation of the State Water Control Law and the Clean Water Act, except that noncompliance with certain provisions of this permit may constitute a violation of the State Water Control Law but not the Clean Water Act. Permit noncompliance is grounds for enforcement action; for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application.

The permittee shall comply with effluent standards or prohibitions established under § 307(a) of the Clean Water Act for toxic pollutants and with standards for sewage sludge use or disposal established under § 405(d) of the Clean Water Act within the time provided in the regulations that establish these standards or prohibitions or standards for sewage sludge use or disposal, even if this permit has not yet been modified to incorporate the requirement.

M. Duty to reapply. If the permittee wishes to continue an activity regulated by this permit after the expiration date of this permit, the permittee shall submit a new registration statement at least 30 days before the expiration date of the existing permit, unless permission for a later date has been granted by the board. The board shall not grant permission for registration statements to be submitted later than the expiration date of the existing permit.

N. Effect of a permit. This permit does not convey any property rights in either real or personal property or any exclusive privileges, nor does it authorize any injury to private property or invasion of personal rights, or any infringement of federal, state or local law or regulations.

O. State law. Nothing in this permit shall be construed to preclude the institution of any legal action under, or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any other state law or regulation or under authority preserved by § 510 of the Clean Water Act. Except as provided in permit conditions on "bypassing" (Part II U) and "upset" (Part II V), nothing in this permit shall be construed to relieve the permittee from civil and criminal penalties for noncompliance.

P. Oil and hazardous substance liability. Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties to which the permittee is or may be subject under Article 11 (§ 62.1-44.34:14 et seq.) of the State Water Control Law.

Q. Proper operation and maintenance. The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance also includes effective plant performance, adequate funding, adequate staffing, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems which are installed by the permittee only when the operation is necessary to achieve compliance with the conditions of this permit.

R. Disposal of solids or sludges. Solids, sludges or other pollutants removed in the course of treatment or management of pollutants shall be disposed of in a manner so as to prevent any pollutant from such materials from entering state waters.

S. Duty to mitigate. The permittee shall take all reasonable steps to minimize or prevent any discharge or sludge use or disposal in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment.

T. Need to halt or reduce activity not a defense. It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

U. Bypass.

1. The permittee may allow any bypass to occur which does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of Part II U 2 and U 3.

2. Notice.

- a. Anticipated bypass. If the permittee knows in advance of the need for a bypass, prior notice shall be submitted, if possible, at least 10 days before the date of the bypass.

- b. Unanticipated bypass. The permittee shall submit notice of an unanticipated bypass as required in Part II I.

3. Prohibition of bypass.

- a. Bypass is prohibited, and the board may take enforcement action against a permittee for bypass, unless:

- (1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

- (2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and

- (3) The permittee submitted notices as required under Part II U 2.

- b. The board may approve an anticipated bypass, after considering its adverse effects, if the board determines that it will meet the three conditions listed in Part II U 3 a.

V. Upset.

1. An upset constitutes an affirmative defense to an action brought for noncompliance with technology based permit effluent limitations if the requirements of Part II V 2 are met. A determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is not a final administrative action subject to judicial review.

2. A permittee who wishes to establish the affirmative defense of upset shall demonstrate through properly signed, contemporaneous operating logs, or other relevant evidence that:

- a. An upset occurred and that the permittee can identify the causes of the upset;

- b. The permitted facility was at the time being properly operated;

- c. The permittee submitted notice of the upset as required in Part II I; and

d. The permittee complied with any remedial measures required under Part II S.

3. In any enforcement proceeding the permittee seeking to establish the occurrence of an upset has the burden of proof.

W. Inspection and entry. The permittee shall allow the director, or an authorized representative, upon presentation of credentials and other documents as may be required by law to:

1. Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this permit;
2. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this permit;
3. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this permit; and
4. Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the Clean Water Act and the State Water Control Law, any substances or parameters at any location.

For purposes of this section, the time for inspection shall be deemed reasonable during regular business hours, and whenever the facility is discharging. Nothing contained herein shall make an inspection unreasonable during an emergency.

X. Permit actions. Permits may be modified, revoked and reissued, or terminated for cause. The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

Y. Transfer of permits.

1. Permits are not transferable to any person except after notice to the department. Except as provided in Part II Y 2, a permit may be transferred by the permittee to a new owner or operator only if the permit has been modified or revoked and reissued, or a minor modification made, to identify the new permittee and incorporate such other requirements as may be necessary under the State Water Control Law and the Clean Water Act.

2. As an alternative to transfers under Part II Y 1, this permit may be automatically transferred to a new permittee if:

- a. The current permittee notifies the department within 30 days of the transfer of the title to the facility or property;
- b. The notice includes a written agreement between the existing and new permittees containing a specific date for transfer of permit responsibility, coverage, and liability between them; and
- c. The board does not notify the existing permittee and the proposed new permittee of its intent to modify or revoke and reissue the permit. If this notice is not received, the transfer is effective on the date specified in the agreement mentioned in Part II Y 2 b.

Z. Severability. The provisions of this permit are severable, and, if any provision of this permit or the application of any provision of this permit to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

ATTACHMENT 5

Fact Sheet

FACT SHEET

REISSUANCE OF A GENERAL VPDES PERMIT FOR VEHICLE WASH FACILITIES AND LAUNDRY FACILITIES March 1, 2012

The Virginia State Water Control Board has under consideration the reissuance of a VPDES general permit for point source discharges from facilities discharging vehicle wash and laundry wastewater to the surface waters of the Commonwealth of Virginia. This general permit will replace VAG75 (car wash general permit) which expires October 16, 2012 and combine VAG 72 (coin operated laundry general permit) which expires February 8, 2016 into this permit. The addition of the laundry discharge requirements and combined laundry and car wash requirements was added during the 2012 reissuance. Owners covered under the expiring car wash general permit or the existing coin operated laundry general permit, who wish to continue to discharge under a general permit, must register for coverage under this new combined general permit.

Permit Number: VAG75

Name of Permittee: Any owner of a qualifying vehicle wash facility or laundry facility with point source discharges to the surface waters of the Commonwealth of Virginia.

Facility Location: Commonwealth of Virginia

Receiving Waters: Surface waters within the boundaries of the Commonwealth of Virginia, except those specifically named in Board regulations which prohibit such discharges.

On the basis of preliminary review and application of lawful standards and regulations, the State Water Control Board proposes to reissue the general VPDES permit subject to certain conditions. The Board has determined that this category of discharges is appropriately controlled under a general permit. The category of discharges to be included involves facilities with the same or similar types of operations and the facilities discharge the same or similar types of wastes. The general permit requires that all covered facilities meet standardized effluent limitations, monitoring requirements and Water Quality Standards (9VAC25-260).

One public hearing was held on December 1, 2011 and the public notice comment period was October 24 thru December 27, 2011. The notice of the public comment period and public hearing was published in Style Magazine and in the Virginia Register.

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Following the public comment period, the Board will make a determination regarding the proposed permit action. If adopted by the Board, the general permit will have a fixed term of five years. Every authorization to discharge under this general permit will expire at the same time (October 15, 2017) and all authorizations to discharge will be renewed on the same date.

Activities Covered By This General Permit

This general permit will cover point source discharges of vehicle wash and/or laundry wastewater to surface waters of the Commonwealth of Virginia.

The type of systems for vehicle wash facilities to be covered include wastewater generated from any fixed or mobile facility where the manual, automatic, or self-service exterior washing of vehicles is conducted. A manual type facility consists of manual washing, rinsing and/or waxing the vehicle by personnel. In a tunnel type facility the vehicle is driven or pulled by a conveyor through the length of a building where separate washing, rinsing, and waxing operations are performed. In a rollover type facility the vehicle remains stationary while the equipment passes over the vehicle using high pressure water streams and/or brushes to clean and wax it. The wand type facility uses high-pressure streams of water to clean the vehicle.

The "vehicle wash" definition was expanded during the 2012 reissuance to include more types of vehicle washing activities because exterior washing of most types of vehicles was determined by the technical advisory committee (TAC) to be similar. The definition includes, but is not limited to, automobiles, trucks (except below), motor homes, buses, motorcycles, ambulances, fire trucks, tractor trailers, and other devices that convey passengers or goods on streets or highways. This definition also includes golf course equipment and lawn maintenance equipment washing. Finally, any incidental floor cleaning wash waters associated with facilities that wash vehicles where the floor wash water also passes through the vehicle wash water treatment system is also included.

Vehicle wash does not mean engine, acid caustic metal brightener or steam heated water washing. It does not include cleaning the interior of bulk carriers. It does not include tanker trucks, garbage trucks, logging trucks, livestock trucks, construction equipment, trains, boats or aircraft. It also does not include floor cleaning wash waters from vehicle maintenance areas.

Owners of mobile vehicle washes may apply for coverage under this permit; however the usual mode of operation for these operations is to prevent the discharge of wash waters to surface waters or the storm sewers. This is a clarification added during the 2012 reissuance in 9VAC25-194-50 C. DEQ urges mobile car wash owners to avoid a discharge to state waters or storm drains by applying technologies to collect wash water and dispose of it properly, recycle it, or use best management practices (evaporation, blocking storm drain entrances, use of permeable surfaces, etc.). Many ideas to avoid a discharge are available online. Coverage as a mobile operator would require each discharge location to be identified on the registration statement as a separate outfall.

Charity car washes are not covered under this general permit and are advised to conduct charity fund raising at permitted car wash facilities or avoid any surface water discharge via best management practices. As with mobile car washes, DEQ urges the charity car wash organizations to avoid a discharge to surface waters (see above).

This permit also allows coverage for point source discharges of laundry wastewater to surface waters of the State. These are generally facilities that are located in rural areas and are not served by central sewage facilities. The type of systems to be covered include wastewater generated from laundries designated by SIC 7215. These are establishments primarily engaged in the operation of coin-operated or similar self-service laundry equipment for use on the premises (e.g., laundromats), or in apartments, dormitories, and similar locations. However, this permit does not cover facilities that engage in dry cleaning, or commercial laundries of any type.

Any owner is authorized to discharge to surface waters of the Commonwealth of Virginia under this general permit if the owner submits and receives acceptance by the Board of the registration statement per 9VAC25-194-60, submits the required permit fee, complies with the effluent limitations and other requirements of 9VAC25-194-70, and provided that the Department has not notified the owner that the discharge is not eligible for coverage because of one of the following:

1. The owner is required to obtain an individual permit in accordance with 9VAC25-31-170 B 3 of the VPDES Permit Regulation;
2. Other board regulations prohibit such discharges;

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3. The discharge violates or would violate the antidegradation policy in the Water Quality Standards at 9VAC25-260-30;
4. The discharge is not consistent with the assumptions and requirements of an approved TMDL; or
5. The discharge is to surface waters where there are central wastewater treatment facilities reasonably available, as determined by the board.

Numbers 3, 4 and 5 above are proposed additions to section 9VAC25-194-50 "Authorization to Discharge" during the 2011-2012 rulemaking period due to EPA comment on other general permits over the past several years, carry over from the coin laundry permit or TAC recommendations.

The regulation also contains a new section (9VAC25-194-50 E) which allows for continuation of permit coverage when an owner authorized to discharge under the general permit submits a complete and timely registration statement and is not violating conditions under the expiring or expired general permit. This was added during the 2012 reissuance and is based on other recently reissued general permits.

Effluent Limitations and Monitoring Requirements Parts 1 A 1 and 1 A 2 (Vehicle Wash)

<u>Parameter</u>	<u>Limitation</u>	<u>Monitoring</u> ⁽³⁾
Flow	Monitoring	Estimate
pH	9.0 max., 6.0 min. ⁽¹⁾	Grab
Total Suspended Solids	60 ⁽²⁾ mg/l max.	5G/8HC
Oil and Grease	15 mg/l max.	Grab

5G/8HC Eight Hour Composite - Consisting of five grab samples collected at hourly intervals until the discharge ceases, or until a minimum of five grab samples have been collected.

- (1) Where the Water Quality Standards (9 VAC 25-260) establish alternate standards for pH, those standards shall be the maximum and minimum effluent limitations.
- (2) Limit given is expressed in two significant figures (this was added in the 2012 reissuance to match current guidance).
- (3) Annual samples shall be collected by December 31 of each year and reported on the facility's Discharge Monitoring Report (DMR). Annual DMRs shall be submitted by January 10 of each year. This is a change made during the 2012 reissuance. Previously, annual DMRs were submitted before July 10. The submittal dates in the 2008 general permit (June - July) didn't conform to any guidance and staff thought it less confusing to tie the DMR submittal dates for annual monitoring to a calendar year. Other General Permits are set up this way and the other 3 limits pages in this permit are also set up that way. Biannual samples in parts I A 2 shall be collected by December 31 and June 30 of each year and reported on the facility's Discharge Monitoring Report (DMR) no later than January 10 and July 10 of each year.

Two monitoring scenarios are proposed for vehicle wash facilities. Smaller facilities with average flow rates of less than or equal to 5,000 gallons per day are required to monitor once per year. All other facilities are required to monitor once per six months.

Effluent Limitations and Monitoring Requirements Part I A 3 (Laundry Wash)

<u>Parameter</u>	<u>Limitation</u>	<u>Monitoring</u> ⁽³⁾
Flow	Monitoring	Estimate
pH	9.0 max., 6.0 min. ⁽¹⁾	Grab
Total Suspended Solids	60 ⁽²⁾ mg/l max.	Grab
BOD5	60 mg/l max. ^{(1), (2)}	Grab
Dissolved Oxygen	6.0 ⁽¹⁾ mg/l min.	Grab
Temperature °C	32 ^{(1), (4)}	Immersion Stabilization
Total Residual Chlorine	.011 ⁽¹⁾ mg/l	Grab
E. coli ⁽⁵⁾	235CFU/100ml	Grab
Enterococci ⁽⁶⁾	104CFU/100ml	Grab

Fecal Coliform⁽⁷⁾ 200CFU/100ml Grab

- (1) Where the Water Quality Standards (9 VAC 25-260) establish alternate standards for pH, BOD5, DO, TRC, and temperature in waters receiving the discharge, those standards shall be the maximum and/or minimum effluent limitations, as appropriate.
- (2) Limit given is expressed in two significant figures.
- (3) Reports of quarterly monitoring shall be submitted to the DEQ regional office no later than the tenth day of April, July, October, and January. Reports of once per six months shall be submitted no later than the tenth day of January and the tenth day of July for samples collected by December 31 and June 30 of each year.
- (4) The effluent temperature shall not exceed a maximum 32°C for discharges to non-tidal coastal and piedmont waters, 31°C for mountain and upper piedmont waters, 21°C for put and take trout waters, or 20°C for natural trout waters. For estuarine waters, non-tidal coastal and piedmont waters, mountain and upper piedmont waters, and put and take trout waters, the effluent shall not cause an increase in temperature of the receiving stream of more than 3°C above the natural water temperature. For natural trout waters, the temperature of the effluent shall not cause an increase of 1°C above natural water temperature. The effluent shall not cause the temperature in the receiving stream to change more than 2°C per hour, except in the case of natural trout waters where the hourly temperature change shall not exceed 0.5°C.
- (5) Applies only when the discharge is into freshwater (see 9VAC25-260-140 C for the classes of waters and boundary designations).
- (6) Applies only when the discharge is into saltwater or the transition zone (see 9VAC25-260-140 C for the classes of waters and boundary designations).
- (7) Applies only when the discharge is into shellfish waters (see 9VAC25-260-160 for the description of what are shellfish waters).

Two monitoring frequencies are proposed. Flow, pH, TSS, BOD5, DO, TRC, are required to be monitored once per quarter. Temperature and bacteria (E. coli, enterococci or fecal coliform, as appropriate) are required to be monitored once per six months.

Proposed Effluent Limitations and Monitoring Requirements Part I A 4 (Combined Vehicle and Laundry Wash)

<u>Parameter</u>	<u>Limitation</u>	<u>Monitoring</u> ⁽³⁾
Flow	Monitoring	Estimate
pH	9.0 max., 6.0 min. ⁽¹⁾	Grab
Total Suspended Solids	60 ⁽²⁾ mg/l max.	Grab
BOD5	60 mg/l max. ^{(1), (2)}	Grab
Oil and Grease	15 mg/l max.	Grab
Dissolved Oxygen	6.0 ⁽¹⁾ mg/l min.	Grab
Temperature °C	32 ^{(1), (4)}	Immersion Stabilization
Total Residual Chlorine	.011 ⁽¹⁾ mg/l	Grab
E. coli ⁽⁵⁾	235CFU/100ml	Grab
Enterococci ⁽⁶⁾	104CFU/100ml	Grab
Fecal Coliform ⁽⁷⁾	200CFU/100ml	Grab

- (1) Where the Water Quality Standards (9 VAC 25-260) establish alternate standards for pH, BOD5, DO, TRC, and temperature in waters receiving the discharge, those standards shall be the maximum and/or minimum effluent limitations, as appropriate.
- (2) Limit given is expressed in two significant figures.
- (3) Reports of quarterly monitoring shall be submitted to the DEQ regional office no later than the tenth day of April, July, October, and January. Reports of once per six months shall be submitted no later than the tenth day of January and the tenth day of July for samples collected by December 31 and June 30 of each year.
- (4) The effluent temperature shall not exceed a maximum 32°C for discharges to non-tidal coastal and piedmont waters, 31°C for mountain and upper piedmont waters, 21°C for put and take trout waters, or 20°C for natural trout waters. For estuarine waters, non-tidal coastal and piedmont waters, mountain and upper piedmont waters, and put and take trout waters, the effluent shall not cause an increase in temperature of the receiving stream of more

than 3°C above the natural water temperature. For natural trout waters, the temperature of the effluent shall not cause an increase of 1°C above natural water temperature. The effluent shall not cause the temperature in the receiving stream to change more than 2°C per hour, except in the case of natural trout waters where the hourly temperature change shall not exceed 0.5°C.

- (5) Applies only when the discharge is into freshwater (see 9VAC25-260-140 C for the classes of waters and boundary designations).
- (6) Applies only when the discharge is into saltwater or the transition zone (see 9VAC25-260-140 C for the classes of waters and boundary designations).
- (7) Applies only when the discharge is into shellfish waters (see 9VAC25-260-160 for the description of what are shellfish waters).

Two monitoring frequencies are proposed. Flow, pH, TSS, BOD₅, DO, TRC, are required to be monitored once per quarter. Oil and grease, temperature and bacteria (E. coli, enterococci or fecal coliform, as appropriate) are required to be monitored once per six months.

Basis For Effluent Limitations And Monitoring Requirements PART I A

The Environmental Protection Agency has reviewed these categories of dischargers and concluded, in their *Guidance Document for Effluent Discharges From the Auto and Other Laundries Point Source Category*, dated February 1982, that the amounts and toxicity of pollutants in the discharges from these facilities did not justify national regulations.

In developing the proposed effluent limitations and special conditions the following information was reviewed: permitting strategies, effluent limitations, treatment technologies and special conditions that are being employed by the Department of Environmental Quality and the surrounding states for individual and general VPDES permits issued to car wash facilities and the Environmental Protection Agency's *Guidance Document for Effluent Discharges from the Auto and Other Laundries Point Source Category*, February 1982 and the *DRAFT Development Documents for Proposed Effluent Limitations Guidelines and New Sources Performance Standards for the Auto and Other Laundries Point Source Category*, April 1974.

Determined by the nature of the business, the parameters to be limited for vehicle wash are pH, total suspended solids, and oil/grease. For laundries, the parameters are pH, total suspended solids, BOD₅, dissolved oxygen, temperature, total residual chlorine and bacteria (E. coli, enterococci or fecal coliform as appropriate for each water body). The pH, temperature, dissolved oxygen, total residual chlorine and bacteria limitations are based upon Virginia's stream water quality standards (9 VAC 25-260-50, 60, 70, 140, 160 and 170.). The enterococci and fecal coliform bacteria limits were added during the 2012 reissuance so that laundry discharges to salt water were clearly covered under this permit and have appropriate limitations. The total suspended solids, BOD₅ and oil/grease parameters are based on best engineering judgment for the type of treatment employed by these systems. Complying with these parameters is an indication that the treatment system is being operated and maintained properly and is producing an acceptable quality effluent.

The basis for the reduced frequency of analysis for small vehicle wash dischargers with average flow rates of less than or equal to 5,000 gallons per day is that their potential to affect water quality is minimal based on the small quantity of discharge. These are generally facilities that are located in rural areas and are not served by central sewerage facilities.

The treatment systems commonly utilized at vehicle wash facilities consist of sediment traps in the bays followed by a larger sedimentation basin baffled to contain any floating material and/or sand filtration. These treatment systems produce an acceptable quality effluent and operate well when maintained properly. Laundry facilities would have a sedimentation basin and depending on the size, would rarely discharge.

Basis for Special Conditions PART I B

1. The permit requires inspections of the effluent and maintenance of the wastewater treatment facilities at vehicle wash facilities at least once per week and documentation of the maintenance on an Operational Log. This log is available for review by the department upon request. 9VAC 25-31-190 E and 40 CFR 122.41(e) require proper operation and

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maintenance of the permitted facility. Wastewater treatment facilities associated with vehicle wash facilities require more maintenance than at a laundry facility with a sedimentation basin so this condition does not apply to laundries.

2. The permit prohibits discharge of floating solids or visible foam in other than trace amounts. This special condition was taken from the footnotes of Tables 1A from both the 2006 car wash permit and the 2011 coin laundry permit. This is a standard requirement for all permits per the VPDES Permit Manual (2010) and conforms to the general water quality criteria at 9VAC25-260-20.

3. No sewage shall be discharged from a point source to surface waters from this facility except under the provisions of another VPDES permits specifically issued for that purpose. The effluent limitations do not address pollutants typical of treated sewage, no sewage discharge to surface waters are permitted under the general permit.

4. The permit prohibits adding chemicals to the water or waste which may be discharged other than those listed on the owner's accepted registration statement, unless prior approval of the chemical(s) is granted by the board. This special condition assures protection of water quality and beneficial uses of the waters receiving the discharge.

5. The permit encourages reuse or recycle of wastewater whenever feasible. This language is included in keeping with DEQ's pollution prevention philosophy.

6. The permit establishes a solids management plan for vehicle wash facilities that includes:

a. A requirement to clean settling basins frequently in order to achieve effective treatment.

b. A requirement that all solids shall be handled stored and disposed of so as to prevent a discharge to state waters.

This management plan will require the use of best management practices where applicable to control or abate the discharge of pollutants. A prohibition on the discharge of floating solids or visible exists for both vehicle wash facilities and laundry facilities in special condition 2.

7. Prohibition on washing of vessels that contain residue of toxic chemicals (fertilizers, organic or inorganic chemicals, etc.). If the facility is a self-service operation, the permittee is required to post a sign to this effect. This prohibition will reduce the risk of toxics pollution and eliminate the need for a Toxic Management Program (Whole Effluent Toxicity Program) under 9VAC25-31-220 D 1 d.

8. If the facility has a vehicle wash discharge with a monthly average flow rate of less than 5,000 gallons per day, and the flow rate increases above a monthly average flow rate of 5,000 gallons per day, an amended registration statement shall be filed within 30 days of the increased flow. This requirement repeats the registration requirement from Section 60 A 2 d of regulation. The TAC thought it important that be added in the permit itself so the owner will see the requirement in their permit.

9. Any permittee discharging into a municipal separate storm sewer shall notify the owner of the municipal separate storm sewer system of the existence of the discharge within 30 days of coverage under the general permit and provide the following information: the name of the facility, a contact person and phone number, and the location of the discharge, the nature of the discharge and the facility's VPDES general permit number.

The purpose of this special condition is to meet VPDES program guidance in the Permit Manual, Section IN-4, September 23, 2005, General Storm Water Special Conditions. Permittees must notify the owner of the MS4 if they discharge into the MS4. The last two notifications (nature of discharge and VPDES number) were taken from Coin Laundry GP to clarify for the MS4 program the type of discharge and that the discharge has a valid DEQ permit.

10. Approval for coverage under this general permit does not relieve any owner of the responsibility to comply with any other federal, state or local statute, ordinance or regulation. This special condition repeats the requirement in 9VAC25-194-50 (Authorization to discharge). The TAC thought it important that be added in the permit itself so the owner will see the requirement in their permit.

11. The permittee shall notify the Department as soon as they know or have reason to believe:

- a. That any activity has occurred or will occur which would result in the discharge, on a routine or frequent basis, of any toxic pollutant which is not limited in this permit, if that discharge will exceed the highest of the following notification levels:
- (1) One hundred micrograms per liter;
 - (2) Two hundred micrograms per liter for acrolein and acrylonitrile; five hundred micrograms per liter for 2, 4-dinitrophenol and for 2-methyl-4, 6-dinitrophenol; and one milligram per liter for antimony;
 - (3) Five times the maximum concentration value reported for that pollutant in the permit application; or
 - (4) The level established by the Board.
- b. That any activity has occurred or will occur which would result in any discharge, on a nonroutine or infrequent basis, of a toxic pollutant which is not limited in this permit, if that discharge will exceed the highest of the following notification levels:
- (1) Five hundred micrograms per liter;
 - (2) One milligram per liter for antimony;
 - (3) Ten times the maximum concentration value reported for that pollutant in the permit application; or
 - (4) The level established by the Board.

9VAC25-31-200 A requires these notifications for all manufacturing, commercial, mining, and silvicultural discharges.

12. Operation and maintenance manual requirement. The permittee shall develop and maintain an accurate operations and maintenance (O&M) manual for the treatment works. This manual shall detail the practices and procedures that will be followed to ensure compliance with the requirements of this permit. The permittee shall operate the treatment works in accordance with the O&M manual. The O&M manual shall be reviewed and updated at least annually and shall be signed and certified in accordance with Part II K of this permit. The O&M manual shall be made available for review by the department personnel upon request. The O&M manual shall include, but not necessarily be limited to, the following items, as appropriate:

- a. Techniques to be employed in the collection, preservation, and analysis of effluent samples;
- b. Discussion of best management practices, if applicable;
- c. Treatment system operation, routine preventive maintenance of units within the treatment system, critical spare parts inventory, and recordkeeping;
- d. A sludge/solids disposal plan; and
- e. Date(s) when the O&M manual was updated or reviewed and any changes that were made.

This special condition was taken from (with some changes) from the 2011 coin operated laundry general permit. The 2007 car wash general permit did not have an O&M manual requirement. It was added here but the need to submit and receive approval from DEQ on the O&M manual per the 2011 coin laundry general permit was eliminated. Also, the requirement to review and update the O&M manual annually was added during the 2012 reissuance.

13. Compliance Reporting under Part I A 1- 4.

- a. The quantification levels (QL) shall be as follows:

Effluent Characteristic	Quantification Level
BOD ₅	2 mg/l
TSS	1.0 mg/l
Oil and Grease	5.0 mg/l
Chlorine	0.10 mg/l

- b. Reporting. Any single datum required shall be reported as "<QL" if it is less than the QL in subdivision a. Otherwise the numerical value shall be reported.
- c. Monitoring results shall be reported using the same number of significant digits as listed in the permit. Regardless of the rounding convention used by the permittee (e.g., 5 always rounding up or to the nearest even number), the permittee shall use the convention consistently, and shall ensure that consulting laboratories employed by the permittee use the same convention.

This is a special condition which matches similar language in compliance reporting special conditions going into other recent general and individual permits. This special condition helps to ensure more consistent compliance reporting. It is authorized by VPDES Permit Regulation, 9VAC25-31-190 J 4 and 220 I. This condition is necessary when toxic pollutants are monitored by the permittee and a maximum level of quantification and/or a specific analytical method is required in order to assess compliance with a permit limit or to compare effluent quality with a numeric criterion. The condition also establishes protocols for calculation of reported values. Also the quantification level for BOD is 2 rather than 5 which reflect what laboratories can achieve today.

14. Samples taken as required by this permit shall be analyzed in accordance with 1VAC30-45: Certification for Noncommercial Environmental Laboratories, or 1VAC30-46: Accreditation for Commercial Environmental Laboratories.

This is a new requirement for the 2012 reissuance being added to all general permits and individual permits. It reflects new regulations in 1VAC30-45 and 1VAC30-46.

15. The discharges authorized by this permit shall be controlled as necessary to meet applicable water quality standards. This special condition was added during the 2012 rulemaking period as a general requirement. Similar special conditions are being added to all general permits during reissuance at this time.

16. Discharges to waters with an approved "total maximum daily load" (TMDL). Owners of facilities that are a source of the specified pollutant of concern to waters where an approved TMDL has been established shall implement measures and controls that are consistent with the assumptions and requirements of the TMDL. This special condition is being inserted into all general permits as they are reissued. The condition was developed since general permit discharges are considered insignificant to the overall TMDL waste load allocation. This special condition allows staff more flexibility to allow permit coverage for discharges without requiring immediate modification of the TMDL. DEQ will track all the general permit discharges and once they become significant for purposes of the TMDL, the TMDL will be modified to include the load.

17. Notice of Termination

a. The owner may terminate coverage under this general permit by filing a complete notice of termination. The notice of termination may be filed after one or more of the following conditions have been met:

- (1) Operations have ceased at the facility and there are no longer wastewater discharges from vehicle wash or laundry activities from the facility.
- (2) A new owner has assumed responsibility for the facility (NOTE: A notice of termination does not have to be submitted if a VPDES Change of Ownership Agreement form has been submitted);
- (3) All discharges associated with this facility have been covered by an individual or an alternative VPDES permit; or
- (4) Notice of termination is requested for another reason provided the board agrees that coverage under this general permit is no longer needed.

b. The notice of termination shall contain the following information:

- (1) Owner's name, mailing address, telephone number, and email address (if available);
- (2) Facility name and location;
- (3) VPDES vehicle wash facilities and laundry facilities general permit number;
- (4) The basis for submitting the notice of termination, including:
 - i. A statement indicating that a new owner has assumed responsibility for the facility;
 - ii. A statement indicating that operations have ceased at the facility and there are no longer wastewater discharges from vehicle wash or laundry activities from the facility;
 - iii. A statement indicating that all wastewater discharges from vehicle wash facilities and laundry facilities have been covered by an individual VPDES permit; or
 - iv. A statement indicating that termination of coverage is being requested for another reason (state the reason).

c. The following certification: "I certify under penalty of law that all wastewater discharges from vehicle wash or laundry facilities from the identified facility that are authorized by this VPDES general permit have been eliminated, or covered under a VPDES individual or alternative permit, or that I am no longer the owner of the industrial activity,

or permit coverage should be terminated for another reason listed above. I understand that by submitting this notice of termination, that I am no longer authorized to discharge wastewater from vehicle wash facilities or laundry facilities in accordance with the general permit, and that discharging pollutants in wastewater from vehicle wash facilities or laundry facilities to surface waters is unlawful where the discharge is not authorized by a VPDES permit. I also understand that the submittal of this notice of termination does not release an owner from liability for any violations of this permit or the Clean Water Act."

d. The notice of termination shall be signed in accordance with Part II K.

e. The notice of termination shall be submitted to the DEQ regional office serving the area where the vehicle wash or laundry facility is located.

This was added during the 2012 reissuance. Notification requirement is usually in the regulation but the TAC thought it better served in the permit part of the regulation so the owner can see the requirement in their permit. Except for the 4th condition an owner may submit a notice of termination (*"Notice of termination is requested for another reason provided the board agrees that coverage under this general permit is no longer needed."*) the language reflects what is currently in the Storm Water Associated with Industrial Activity general permit. The 4th condition was added as a 'catch all' reason that an owner may request termination, per TAC recommendation, as there may be other reasons an owner requests termination (e.g., connects to sanitary, goes to complete recycle and reuse) besides the 3 that were listed (operations have ceased, new owner, covered by an individual permit).

Basis for Conditions Applicable to all VPDES Permits Part II

The entire Part II is based on 9VAC25-31-190 of the Permit Regulation. One change made during the 2012 issuance was in paragraph I "Reports of noncompliance" with the addition of the online pollution reporting website as another option for 24 hour reporting. The second change made in Part II during the 2012 reissuance was in paragraph M "Duty to reapply" where the 180 day prior to expiration requirement for submittal of a new registration statement was changed to 30 days before expiration to match the same new deadline in the regulation at 9VAC25-194-60 A 2 c. The third change in Part II was in paragraph Y "Transfer of permits" which states that automatic transfers to a new permittee may occur if the current permittee notifies the department within 30 days of the transfer of the title to the facility or property instead of at least 30 days in advance of the title. This change is being made because we have been told by staff that notification of an ownership transfer cannot occur in advance. Our regional office staff has also stated this advance transfer notification is unnecessary and we should be able to accept a transfer notification at any time.

Administrative

The general permit has a fixed term of five years. Every authorization under this general permit will expire at the same time and all authorizations will be renewed on the same date, provided a complete registration statement has been filed prior to the general permit's expiration date.

All owners/operators desiring to be covered by this general permit must register with the Department by filing a registration statement and payment of applicable fees. The registration statement shall be submitted and a notification of coverage issued prior to any discharges or other activities for which this permit is required. Vehicle wash facilities or laundry facilities that are discharging to surface waters on the effective date of this general permit, and which have not been issued an individual VPDES permit, may submit the registration statement.

Existing operations with individual VPDES permits that wish to seek coverage under the proposed general permit would have to file a registration statement at least 210 days prior to the expiration date of the individual VPDES permit. This is a change from the 2007 permit based on advice from our Attorney General's Office to allow for 30 days to review the registration and then if denied, the permittee can still meet their individual permit requirement of 180 days to reapply for an individual permit. For all new dischargers that will begin activities after the effective date of this permit, the registration statement shall be filed at least 30 days prior to the commencement of operation of the facility.

Any existing owner that was authorized to discharge under a general VPDES permit for coin operated laundries that became effective on February 9, 2011 or car wash facilities authorized in October 16, 2007 and who intends to continue coverage under this general permit shall submit a complete registration statement to the board prior to September 16, 2012

which is 30 days prior to expiration of the previous car wash permit. This requirement used to say 180 days prior to expiration. It is our experience that we need to make this period less than 180 days for general permits given the relatively long regulatory timelines we need to get general permit regulations adopted. This is also allowed by the VPDES permit regulation at 9VAC25-31-100 C.

This general permit does not cover activities or discharges covered by an individual VPDES permit until the individual permit has expired or has been revoked. Any person conducting an activity covered by an individual permit, which could be covered by this general permit, may request that the individual permit be terminated and register for coverage under this general permit. Any owner or operator not wishing to be covered or limited by this general permit may make application for an individual VPDES permit, in accordance with VPDES procedures, stating the reasons supporting the request.

This general permit does not apply to any new or increased discharge that will result in significant effects to the receiving waters. That determination is made in accordance with the State Water Control Board's Antidegradation Policy contained in the Virginia Water Quality Standards, 9VAC25-260-30. This general permit will maintain the Water Quality Standards adopted by the Board.

All facilities that the board determines are eligible for coverage under this general permit will be authorized to discharge under the terms and conditions of the permit after a complete registration statement is submitted, the applicable permit fee is paid, and the Department sends a copy of the general permit to the applicant. If this general permit is inappropriate, the applicant will be so notified.

Vehicle or laundry wash facilities with point source discharges that do not qualify for coverage under this general permit may make application for an individual VPDES permit.

ATTACHMENT 6

Operations and Maintenance Manual Template

**VEHICLE WASH FACILITY
OPERATIONS AND MAINTENANCE MANUAL
TEMPLATE**

*(PERMITTEES DO NOT NEED TO USE THIS TEMPLATE. THEY MAY USE THEIR OWN
FORMAT AS LONG AS ALL THE ITEMS IN PART I b 12 OF THE PERMIT ARE
ADDRESSED)*

INTRODUCTION

The facility's Operations and Maintenance (O & M) Manual is intended to provide personnel with all the information necessary to ensure compliance with the State Water Control Board permit or certificate. Therefore, the O & M Manual must be a self-sufficient document, not requiring reference to other documents to understand the Manual's contents. It is not intended that the preparation of an O & M Manual be a complicated task, not necessarily require the services of an outside consultant. A Manual may be written by the operator or an individual that has "hands-on" knowledge of the operational and maintenance procedures conducted at the facility. Furthermore, the information in the Manual should be stated in a manner that all personnel at the facility can comprehend and use in their day-to-day work.

This document is a guideline that the writer can use in preparing the Manual to ensure that the minimum contents per the permit are included.

The O & M Manual is regulatory document that the DEQ can use to enforce compliance with the permit and must be made available to DEQ upon request.

If you have any questions or problems in preparing this Manual, the Regional Office of DEQ is available for assistance.

A. Title Page

Include the name of the facility, date of Manual preparation,

EXAMPLE
OPERATIONS AND MAINTENANCE MANUAL
FOR
THE VPDES GENERAL PERMIT FOR WE LOVE DIRTY CARS CAR WASH
100 MUD STREET
CLAY DIRT, VIRGINIA 00000
DATE
(INCLUDE REVISION DATES - MUST AT A MINIMUM BE REVIEWED ANNUALLY)

B. Table of Contents

List each chapter or section and the beginning page number of each.

C. Emergency Phone Numbers

List emergency phone numbers, including:

1. Va. Department of Environmental Quality (DEQ) - (varies by region - check here: <http://www.deq.virginia.gov/Locations.aspx>)
2. Va. Dept. of Emergency Management - 24-hour (800)468-8892
3. Chemical Manufacturers
4. Medical
5. Sheriff
6. Other, as appropriate (include corporate personnel to be called in an emergency)

D. Introduction

Briefly describe the organization, location (note this can be a computer generated map or USGS topographic map with notes to indicate the building, treatment units, outfall location and receiving stream), the wastewater treatment and purpose of the Manual.

EXAMPLE

We Love Dirty Cars Car Wash is located in Clay Dirt, VA. See Appendix # for location map identifying the property, the building(s), treatment units, outfall location and receiving stream. The facility serves as three stall self service high pressure wand type car washes. Existing wastewater treatment consists of an oil water separator.

This manual is to provide procedures for efficient operation and maintenance of the car wash, wastewater treatment system and monitoring procedures of the effluent. Through the procedures in this manual, the requirement of the Virginia Pollutant Discharge Elimination System (VPDES) should be met. All facility personnel will be familiar with the contents of the Manual and trained upon hiring and thereafter on an annual basis. This manual shall be reviewed and updated annually or more often as needed to maintain permit limits and the health of the receiving stream.

E. Description of the Wastes and Treatment Facility

1. Describe the waste water
2. Describe the treatment units in detail.

2. Include water balance (flow sheet).
3. Show sample locations and outfall(s).
4. Include photos and diagrams.
5. Include in this section a list of all chemicals used (trade names and chemical compositions). You may refer to Material Safety Data Sheets (MSDS) in an appendix.

EXAMPLE

Through the process of high pressure cleaning of automobiles and trucks in combination with a bio-degradable non-phosphate soap and cold water, a waste consisting of small amounts of solids (mud, sand, clay, and gravel) and oil is generated. Flow is provided by a high pressure (800-1500 psi) wand (nozzle) and pump system. Flow through the wand is less than 3 gallons per minute. Pre-soak, soap (wash and foam brush), rinse and wax functions are provided and will be incorporated in the waste water. There are no tire or engine cleaner options. A sign is placed in each bay to instruct washers not to use these products on the property or to rinse or wash off hazardous materials. Two vacuum stations are located on the edge of the property and do not usually add solids to the waste stream. Two large trashcans with lids are provided for customer use.

Approximately 100 cars are cleaned per week.

The waste water flows first through 1" grates, then through a 3/4" finer screen and via gravity into a down gradient oil/water separator. The first compartment is separated from the second compartment by a baffle which allows water from within the tank below the surface to flow into subsequent compartments of the separator. The X,000 gallon tank is large enough to hold water long enough for the particles to drop out. The oils on the surface are captured in the first compartment. This process is followed by water polishing as sand filtration removes fine suspended solids. Gravity flow is insured by changes in elevations of tanks and piping. See Appendix # for diagram. The water is discharged through a single 6 " PVC pipe into Muddy Run.

Monitoring occurs at the end of the PVC pipe for permit limit compliance.

See Appendix # for photos of the site, treatment system, outfall and receiving stream.

Chemicals used at the site include X soap, X wax, X conditioner, etc.... OR See Appendix # for MSDS sheets or list of chemicals.

F. Maintenance

1. Include schedules for routine (preventative) maintenance tasks to be performed on a daily, weekly, or other periodic basis.
2. Other best management practices
3. Appropriate checklists should be developed and included as attachments.

EXAMPLE

Trash cans are emptied daily into a dumpster. The fine grates are inspected daily and cleaned out as needed. Waste is put in dumpster. Dumpster is emptied once a month by Waste Management, Inc located at

Floors, walls and building exterior are cleaned when necessary and wash water goes through treatment system or is evaporated.

Grit, solids and oil buildup are inspected weekly by the manager. Grit and solids from the bottom of the separator are pumped out approximately X times per X, dewatered and delivered to the local landfill by Grit Consulting, Inc. who follows disposal practices under the Resource Conservation and Recovery Act (RCRA). Oil is removed by the same company approximately X times per X using reusable adsorbent materials (state material used). Grit Consulting, Inc. recycles the oil at (state where recycling occurs). Grit Consulting, Inc. also notifies the manager when critical spare parts may need to be replaced. Critical spare parts include: coalescers, baffles, a pump and a X,000 gallon storage container in the event of a failure of the oil water separator. Contact information for Grit Consulting, Inc. is....

The manager is present on site during periods of grit and oil recovery by Grit Consulting, Inc. and once a day to empty trash receptacles, make visual observations of the site and treatment equipment, fill out maintenance logs, refill product, and be present when effluent samples are taken (twice a year effluent sampling occurs).

In periods of heavy rain and potential flooding of the bays, the business is closed and floor drains are blocked with a rubber storm drain mat to avoid flooding the oil water separator.

The sand filter is controlled by monthly inspection of sand contamination and bed condition by the manager. The bed is inspected for hydraulic overloading (uneven sand distribution), sand contamination *(visual or laboratory analytical if needed), puddling, and depth. Sand is replaced on an as needed frequency.

The recordkeeping log for solids and oil recovery is in Appendix # and is kept on site and maintained by the operator.

G. Spill Management Procedures

1. Discuss step-by-step measures to be taken to contain and store liquid product in the event of a leak, rupture, or other spill. This section shall list procedures specific to the chemicals, which may be spilled at the site. The VA DEQ should be immediately notified of all chemical or wastewater spills that directly enter surface water or the separate storm sewer.
2. Material Handling & Storage (procedures to keep materials from exposure and from discharge to state waters).

EXAMPLE

Spills from fuel, coolant, solvent, oil, or paint spills are cleaned up as soon as they are noticed during twice daily inspections of the site with dry methods (List products used to clean up spills - adsorbents, etc...) and disposed of such that no discharge to state waters except as authorized by VAG75XXXX (insert permit number) occurs. All washing and waxing products used at the site are stored in a locked shed on the property and refilled as needed. All spills are cleaned up as much as possible with dry methods (list products used to clean up spills of washing and waxing product). Any small remaining washing or waxing product will be washed with a hose or one of the high pressure washers into the treatment system.

H. Effluent Monitoring Requirements

1. Include name, address, and telephone number of firm(s) contracted to sample the outfall. Also include frequency of sampling and list of parameters to be monitored.
2. If any samples are to be collected by plant personnel, detail the procedures and materials used in obtaining and preserving samples, and the maximum holding times.
3. Note in the manual that copies of the lab analysis reports will be mailed to the DEQ, X Regional Office, with the corresponding signed monitoring report (Appendix # (blank DMR)).

EXAMPLE

Contract Lab, Inc collects representative samples (normal discharge flow while vehicles are being washed twice a year at designated outfall). Contract Lab will collect pH sample and analyze within 15 minutes on site. Other samples collected for TSS and oil and grease are collected, preserved and analyzed in accordance with the Code of Federal Regulations (CFR) 40CFR136 methods. Contract Lab, Inc. is certified in accordance with 1VAC30-46, Accreditation for Commercial Environmental Laboratories for the permit limit parameters as per part I B 14 of VPDES permit #VAG75XXXX (insert permit number). Contract Lab, Inc. contact information is

Samples are collected once every six months during a calendar year. Samples shall be collected by December 31 and June 30 of each year and reported on the facility's Discharge Monitoring Report (DMR in Appendix #) and submitted to the DEQ at (insert DEQ regional address). DMRs shall be submitted by January 10 and July 10 of each year. pH and Oil and Grease are grab samples taken during a representative discharge event (vehicle washing waste water is being discharged from outfall). TSS is a 5G/8HC(eight hour composite) consisting of five grab samples collected at hourly intervals until the discharge ceases, or until a minimum of five grab samples have been collected. Flow is estimated as gallons per day. If no discharges occur in the six month period, the DMR will have "No Discharge" written upon it.

I. Personnel

List facility personnel and their roles. Either the owner or the operator may sign the DMRs. If the operator is assigned the signatory authority you must attach a copy of the letter from the owner that the operator is duly authorized to sign DMRs per Part II K 2 of the permit. This letter should be sent to DEQ.

EXAMPLE

All reports shall be signed and dated by a signatory authority per Part II K 2 of the permit. The following indicates the authorities of plant personnel:

Name - Owner, financier and permit holder. Develops operations and maintenance (O&M) manual with input from operator. Reviews O&M manual annually with input from operator.

Name - Operator - direct contact to DEQ, manager of day to day operations, monitoring coordinator (contact lab, observes sampling), fills out DMR, signs DMR (attach copy of letter from owner that operator is duly authorized to sign DMRs per Part II K 2 of the permit). Notifies owner if O&M manual needs to be revised. This is a self service facility so no other personnel are present.

J. Records

Include a statement and ensure that all records for facility maintenance, sampling and testing shall be maintained for a minimum of three years and shall be available for inspection by the owner, manager and DEQ upon request.

K. SWCB Permits or Certificates

Include a copy of the VPDES permit in the Appendix # of the manual.

L. References (if any)

EXAMPLE

Water Effluent and Solid Waste Characteristics in the Professional Car wash Industry, A Report for the International Carwash Association, Brown C., December 2002

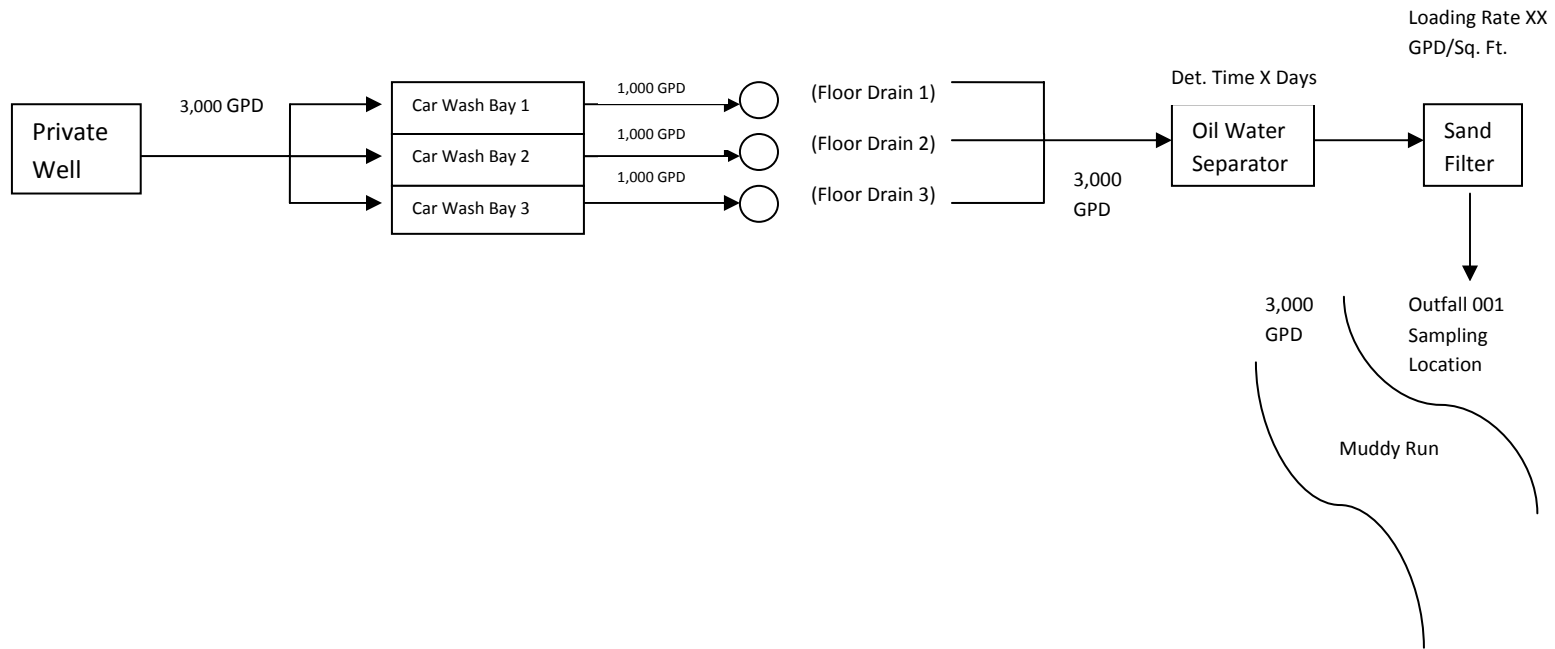
APPENDIX #

Location Map (topographic or computer generated)

APPENDIX #

WASTEWATER TREATMENT DIAGRAM

EXAMPLE



APPENDIX #
PHOTOS

1. Business Property
2. Treatment System
3. Outfall
4. Receiving Stream

APPENDIX #

Material Safety Data Sheet(s) or List of Chemicals

APPENDIX #
MAINTENANCE LOG

EXAMPLE

[illegible]

APPENDIX #

Blank DMR

(Include signatory authority letter from the owner if the operator is authorized to sign DMRs per Part II K 2 of the permit.)

APPENDIX #

VPDES Permit